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HOW TO WRITE REFERENCE

An Illustration book

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Halmat Authman Rasheed
Newroz Khazi Aziz
Hamdia Mirkhan Ahmed

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HOW TO WRITE REFERENCE

An Illustration Book

Halmat Authman Rasheed, M.B.CH & M.Sc
Lecturer
Department of Nursing
College of Nursing
Hawler Medical University
Erbil-Kurdistan Region, Iraq
Email: halmat.rasheed@hmu.edu.krd

Newroz Ghazi Aziz, M.B.CH & M.Sc
Lecturer
Department of Nursing
College of Nursing
Hawler Medical University
Erbil-Kurdistan Region, Iraq
Email: newroz.aziz@hmu.edu.krd

Hamdia Mirkhan Ahmed, M.B.CH., M.Sc & PhD
Professor
College of Health Science
Hawler Medical University
Erbil-Kurdistan Region, Iraq
Email: hamdia.mirkhan@hmu.edu.krd

This book is approved by Book and Translation Committee of Hawler Medical University.

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Preface

Referencing is a standardized way developed to help writers and researchers to provide evidence to support their written also; it helps readers to trace the sources of evidence that has been used. When writers borrow words and ideas from any published work, credit should be given to the owner and their contribution should be acknowledged through citing their work. Citation in any written work shows readers that proper search has been made and it also makes writing more persuasive to the reader. Therefore, "How to write reference: an illustration book" is written to meet the needs of scholars to cite and reference their work accurately and precisely. Authors have collected and highlighted more than one referencing style such as (American Psychiatric association APA style, Harvard style and Vancouver style). All referencing style is explained with illustration. This book guides researchers and writers who use different resources ranging from (books, journal articles, newspaper articles and etc.....).

The content of this book has been reviewed and revised. We hope, this book light the way of researchers to cite their work easily and accurately.

Acknowledgments

We would like to acknowledge the following universities library.

Monash University library

University of Huddersfield

Anglia Ruskin University, faculty of science and technology: Department of psychology

CQ University Australia

The University of Nottingham

Imperial College London

UCD Dublin library

University of western Sydney

The university of Queensland, Australia

Staffordshire University

Birmingham City University

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Introduction

Key words

Term	Description
Author	The person, group or organization that created the source. There may be single or multiple authors; or single or multiple editors; or organizations may be credited as authors rather than specific individuals. If the source has no designated author you may use the title in place of the author. Can be found on the first page of the article.
Bibliography	A complete list of all sources consulted when preparing a piece of work, whether cited in-text or not. It records the full publication details of each source in the same way as for a reference list. Use a bibliography only if specifically requested to do so.
Copy or reproduce	Inserting an image, figure or table from a source in your own work without modifying it in any way. If you reproduce a table in your work, you should label it as a table and include a citation. Tables should be numbered sequentially with a title above and citation below. If you include data, or some columns of data, from a table in your work, you also need to include a citation. If an image, diagram or visual in is included in the text, is referred to as a Figure or a Table, which should be numbered sequentially, e.g. Figure 1 or Table 1. These are called labels. The source of the image, figure or table should be typed under the label.
E-book	An eBook is an electronic version of a print book that can be downloaded and read on a computer or other digital device. However, printed copies may not exist and the eBook may be the only version of the text. A complete book or chapters of the eBook could be found. Some of these are free and other must be bought from publishers.

In text citation or in-text reference	This is a reference to other people's work given in parenthesis (round brackets) in the sentence (in-text). It is a record of the author, date and sometimes page number of any sources that are used. Use surnames for in-text citations (no initials). The position of the in-text reference varies depending on where the author prominent or information prominent citations are used. An essay with few or no citations will be a cause of concern for lecturers as this may indicate plagiarism or limited research.
Paraphrase	Paraphrasing is putting someone else's ideas into your own words. When you paraphrase, you must provide an in-text reference to show that the material comes from another source.
Quotation	A direct quotation is the exact reproduction of someone's words, which is marked with quotation marks or other special formatting. It requires a citation.
Reference list	The complete list of all sources cited or quoted in the text of the work. The reference list appears at the end of the work. It records the full publication details of each source and is arranged in alphabetical order. Every in-text reference should appear in the reference list, and every item in the reference list should be mentioned at least once in the assignment. Additionally, the references that appear in the text must have the same spellings and dates as the ones in the reference list.
Source	The place where the information was found. Source type refers to whether the source is a book, article, website etc. and whether it is print or electronic. Referencing rules differ for each source type.
Volume number	The volume number indicates the total number of years a particular journal has been published-one volume per year. Is usually noted on the front cover or title page of the journal.

Issue number	Refers to how many times that periodical have been published during that year. The issue number can usually be found either on the front cover or title page. Sometimes the issue number is also found on the first page of the article.
Year of publication	Refers to the year that the article has been published. Is almost always included on the front cover of the journal, or on the journal's title page. Often the publication year can also be found on the first page of each article, at the top of each page.
URL	This is the abbreviation for Uniform Resource Locator. It also known as the web address. When including a URL for a source found on the web it is not necessary to include a long URL if the website has a search engine.
Journal	A regularly published collection of articles that focus on topics specific to a particular academic discipline or profession. Journals might be published monthly, bi-monthly, quarterly, semi-annually, or even annually. Probably the most common publication frequency is monthly and quarterly. Journal articles are typically of substantial length (often more than 10 pages) and usually reflect research, whether it is surveys of existing research or discussions of original research.
Article	Much shorter than a book, an article can be as short as a paragraph or two or as long as several dozen pages. Articles can address any topic that the author decides to explore and can reflect opinion, news, research, reviews, instruction, nearly any focus. Articles appear in newspapers, magazines, trade publication, journals, and even in books. Because of their relative brevity, articles typically are used to provide up-to-date information on a wide variety of topics.
Magazine	A regularly published collection of articles that might focus on any topic in general or on topics of interest to a specific group. Magazines might be published weekly, monthly, semi-monthly or only several times a year. More commonly, magazines are published weekly or monthly. Articles in magazines are typically written for the general reading public and don't reflect in-depth research (an exception might be an investigative report written in a news magazine that involved weeks or months of research and interviews to complete). Most magazine articles do not list references

	and are written by the magazine's own staff writers. In general, magazine articles are easy to read, are fairly brief in length, and may include illustrations or photographs.
Newspaper	A regularly published collection of fairly brief articles that provide updates on current events and interests. Newspapers are generally published daily, weekly, and bi-weekly, although they may have less regular publication schedules.. Newspaper articles are written largely by newspaper staff and editors and often do not provide authors' names.

WHAT IS REFERENCING?

It is a method used to demonstrate to your readers that you have conducted a thorough and appropriate literature search, and reading. Equally, referencing is an acknowledgement that you have used the ideas and written material belonging to other authors in your own work.

As with all referencing styles, there are two parts: citing, and the reference list.

WHY SHOULD I REFERENCE?

Referencing is crucial to you to carry out successful research, and crucial to your readers so they can see how you did your research. Knowing why you need to reference means you will understand why it is important that you know how to reference.

- Accurate referencing is a key component of good academic practice and enhances the presentation of your work: it shows that your writing is based on knowledge and informed by appropriate academic reading.
- You will ensure that anyone reading your work can trace the sources you have used in the development of your work, and give you credit for your research efforts and quality.
- If you do not acknowledge another person's work or ideas, you could be accused of plagiarism.

WHAT SHOULD I REFERENCE?

You should include a reference for all the sources of information that you use when writing or creating a piece of your own work.

WHAT IS A CITATION?

When you use another person's work in your own work, either by referring to their ideas, or by including a direct quotation, you must acknowledge this in the text of your work. This acknowledgement is called a citation.

Chapter - One

Harvard-Style Referencing Guidelines

GENERAL GUIDELINES

The main aim in providing accurate and consistent referencing (apart from meeting academic conventions) is to enable your readers to look up the exact sources that you have cited in your piece of work. This means that you need to give accurate information about the type of item, the name or title of the item, who produced it, the date it was produced and where you found it.

The Harvard Style is an author-date style. Each reference is indicated in the text by the author and date of the publication, sometimes with added information such as page numbers.

- Your references should appear at the end of your essay/report with entries listed alphabetically by author (or by title if there is no author).
- Before you write your list of references/bibliography check with your lecturer/tutor for the bibliographic style they prefer.
- An ampersand (&) is used to connect authors' names within brackets, but not when they appear as part of a sentence.
- When using a direct quote from the text, or paraphrasing a specific section of the text, you must include page numbers (where available) in your in text citation
- "Direct quotations are placed in double quotations marks" (Author's Surname, Year of Publication, p. – followed by page number – in brackets).

"This theory is supported by recent work" (Brown, 1999, p. 25).

Bloggs talks about "the importance of preparation" for interviews (2007, p. 57).

- When citing in text more than one publication at a time it is recommended that the authors' names be ordered alphabetically inside the brackets. Use a semicolon (;) to separate the works cited inside the brackets.

  For four or more authors, et al. (meaning "and others") may be used in place of additional

(Jones et al., 2006).

But all the names must be written in the reference citation list

Jones, R., Andrew, T. and MacColl, J. (2006) The Institutional Repository, Oxford, Chandos Publishing.

- When two or more references by the same author in the same year are used, letters should be used in the in text citation and reference list to indicate which publication is being referred to, e.g. (Smith 2010a; Smith 2010b).
- Where you have several in-text citations together, you should order them in reverse chronological order, beginning with the most recently published source, and separate each source with a semicolon (;). If more than one work is published in the same year, order these texts alphabetically by author.

(Frobisher, 2012; Barnes et al., 2009; Huy, 2009; Monk and Bosco, 2001)

- p. indicates only one page and pp. indicates a range of pages.
- Use (Accessed:...) when you have simply viewed the source on the internet, whereas use (Downloaded:...) when you have specifically downloaded something, for example a book onto your computer.
- In-text citations enable you to indicate in your work where you have used ideas or material from other sources. Here are some examples using the Harvard style. If, for example, **your source is a book written by Brown and published in 1999,** your in-text references would follow one of these three formats:

Further work (Brown, 1999) supports this claim
Further work by Brown (1999) supports this claim
'This theory is supported by recent work' (Brown, 1999, p. 25).

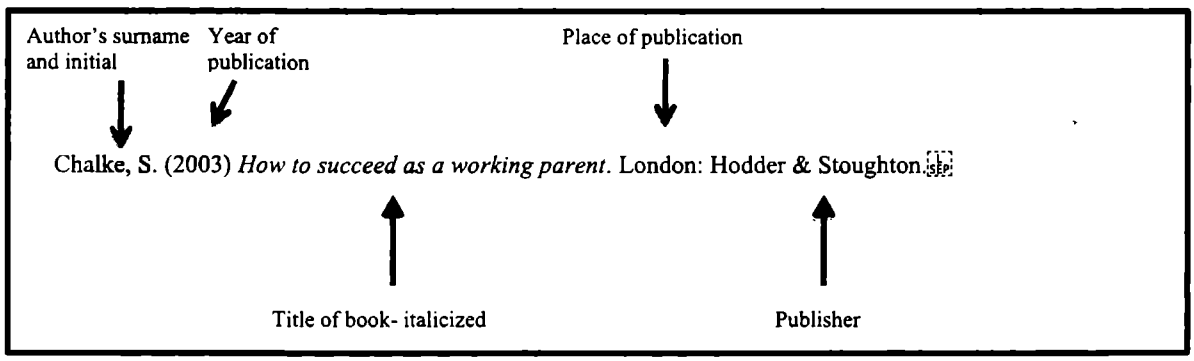
Book/ Print

For a book, the following elements should be presented in this order:

- **Author's surname (family name) and initials.**
- **(Year of publication)**
- **Title of book in italics and minimal capitalization.**
- **The edition, if not the original publication; for example, 4th edition.**
- **Publisher:**
- **Place of publication.**

Book-print: Single author

Author(s) surname, initial(s). (Year of publication) ***Title of Book- italicized.*** **Edition (if not first edition). Place of publication: Publisher**.



Reference List Example

- Andreasen, NC. (2001) *Brave new brain: Conquering mental illness in the era of the genome.* Oxford: Oxford University Press.
- Berkman, RI. (1994) *Find it fast: How to uncover expert information on any subject.* New York: Harper Perennial.
- Fetherston, T. (2007) *Becoming an effective teacher.* South Melbourne: Thomson Learning.

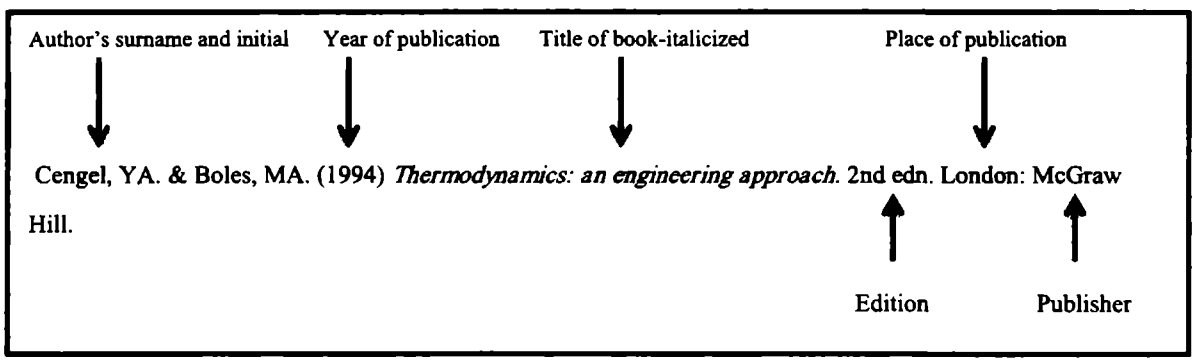
- Guy, J. (2001) *The view across the river: Harriette Colenso and the Zulu struggle against imperialism.* Charlottesville, Virginia: University Press of Virginia.
- Hinchy, RD. (2007) *The Australian legal system: history, institutions and method.* Frenchs Forest, NSW: Pearson Education Australia.
- Neville, C. (2007) *The complete guide to referencing and avoiding plagiarism.* Maidenhead: Open University Press.
- Rink, J. (2010) *Teaching physical education for learning.* Boston: McGraw- Hill Higher Education.
- Winder, S. (2002) *Analog and digital filter design.* 2nd edn. Boston: Newnes.

In-text citation example

- According to Guy (2001, p. 37), the Zulus faced many grave dangers when confronting the British...
- Fetherston (2007, p. 61) claims that teachers 'suggest ways of looking at the new material'.
- Teachers help each student with their individual interpretation of understanding (Fetherston, 2007).
- .....(Winder, 2002).

Book-print: Two or three authors

Author(s) surname, initial(s). & Author(s) surname, initial(s). (Year of publication) *Title of Book- italicized.* Edition (if not first edition). Place of publication: Publisher.



Reference List Example

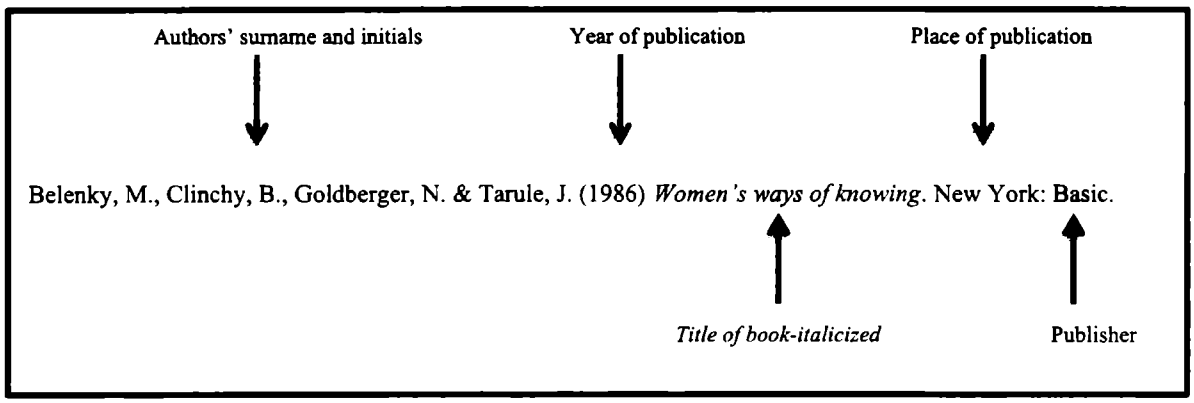
- Banerjee, A. & Watson, T.F. (2011) *Pickard's manual of operative dentistry.* 9th edn. Oxford: Oxford University Press.
- Bohm, A. & Chaudri, D. (2000) *Securing Australia's future: an analysis of the international education markets in India.* Sydney: IDP Education Australia.
- Cengel, YA. & Boles, MA. (1994) *Thermodynamics: an engineering approach.* 2nd edn. London: McGraw Hill.
- Clayden, J., Greeves, N. & Warren, S. (2012) *Organic chemistry.* 2nd ed. Oxford: Oxford University Press.
- Middleton, V. T. C. & Hawkins, R. (1998) *Sustainable tourism: A marketing perspective.* Oxford: Butterworth-Heinemann.
- Reid, DH., Parsons, MB. & Green, CW. (1989) *Staff management in human services: behavioral research and application.* Thomas, Springfield: Charles C.
- Schneider, Z., Whitehead, D. & Elliott, D. (2007) *Nursing and midwifery research: methods and appraisal for evidence-based practice.* 3rd edn. Marrickville, NSW: Elsevier Australia.
- Smith, J., Smith, C. & Gerantabee, F. (2010) *Adobe Creative Suite 5 Design Premium all-in-one for dummies.* Hoboken, New Jersey: Wiley Publication.

In-text citation example

- Banerjee and Watson (2011, p. 77) suggested...
- Bohm and Chaudri (2000, p. 52) claim that Australia has a 'reputation for delivering industry-focused education and training'.
- Australia's higher education sector is known for providing students with training that is relevant to their future profession (Bohm & Chaudri, 2000).
- ...(Middleton & Hawkins, 1998).
- As stated by Middleton & Hawkins (1998)....

Book-print: Four or more authors

Author(s) surname, initial(s)., Author(s) surname, initial(s)., Author(s) surname, initial(s). & Author(s) surname, initial(s). (Year of publication) ***Title of book – italicized.*** **Edition (if not first edition). Place of publication: Publisher**.



Reference List Example

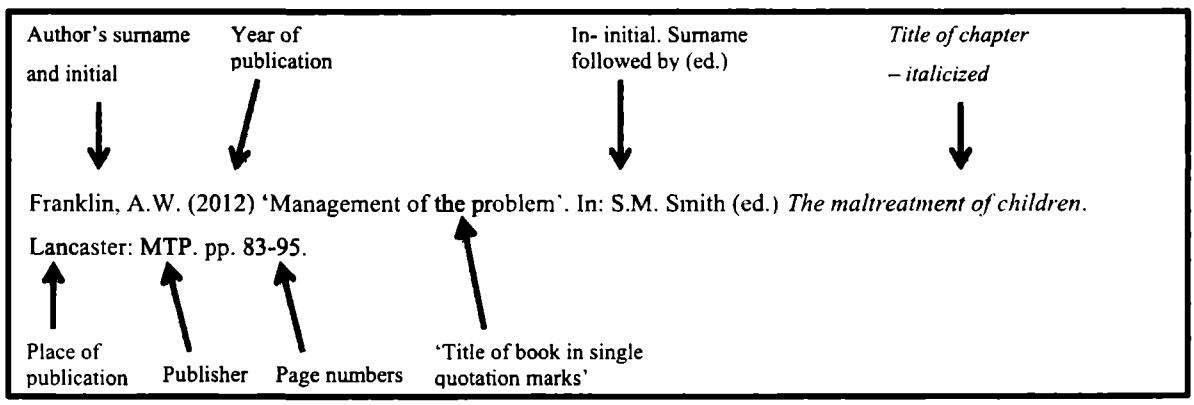
- Bell, M., Bush, D., Nicholson, P., O'Brien, D. & Tran, T. (2002) *Universities online: a survey of online education and services in Australia*. Canberra: Department of Education, Science and Training.
- Belenky, M., Clinchy, B., Goldberger, N. & Tarule, J. (1986) *Women's ways of knowing*. New York: Basic.
- Connell, R., Welch, T., Vickers, M., Foley, D., Bagnall, N., Hayes, D., Proctor, H., Sriprakash, A. & Campbell, G. (2013) *Education, change and society.* Melbourne, Vic: Oxford University Press.
- Dym, C.L., Little, P., Orwin, E.J. & Spjut, R.E. (2009) *Engineering design: a project-based introduction.* 3rd edn. Hoboken, N.J: Wiley.
- Jull, G., Sterling, M., Fallah, D., Treleaven, J. & O'Leary, S. (2008) *Whiplash headache and neck pain: research-based directions for physical therapies*. Edinburgh: Churchill Livingstone.

In-text citation example

- Bell et al. (2002, p. 27) found that universities 'are embracing the concept...'.
- Australian universities are actively using online technology (Bell et al., 2002).
- ... neck pain caused by whiplash (Jull et al., 2008).
- Jull et al. (2008) have argued...
- This was proved by Dym *et al.* (2009)...

Chapter in an edited book

Author(s) surname, Initial(s). (Year of publication - in brackets) 'Title of book in single quotation marks'. In: Initial(s). Surname & Initial(s). Surname - with (ed.) or (eds.) *chapter Title – italicized.* Edition - if not the first. place of publication: Publisher. Page numbers.



Reference List Example

- Colletta, J., Kostna, M. & Wiederhofer, I. (2004) 'Disarmament, demobilization, and reintegration; Lessons and liabilities in reconstruction'. In: R. Rotberg (ed.) *When states fail: causes and consequences*. New Jersey: Princeton University Press.
- Ferres, K. (2001) 'Idiot box: television, urban myths and ethical scenarios'. In: I. Craven (ed.) *Australian cinema in the 1990s*. London: Frank Cass. pp. 175-88.
- Franklin, A.W. (2012) 'Management of the problem'. In: S.M. Smith (ed.) *The maltreatment of children*. Lancaster: MTP. pp. 83-95.

- Hannah, J. (2002) 'Education, training and adult refugees in the UK and Australia'. In: J. Field & M. Leicester (eds.) *Lifelong learning; education across the lifespan*. London: Routledge Falmer.
- Marshall, W. A. (1975) 'The Child as a Mirror of his Brain's Development'. In: J. Sants & H. J. Butcher (eds) *Development psychology*. Aylesbury, Bucks: Hazell Watson & Viney Ltd.
- Sherren, K. (2006) 'Pillars of society: the historical context for sustainability and higher education in Australia'. In: W. Filho & D. Carpenter (eds.) *Sustainability in the Australasian university context*. Frankfurt: Peter Lang. pp. 11-32.

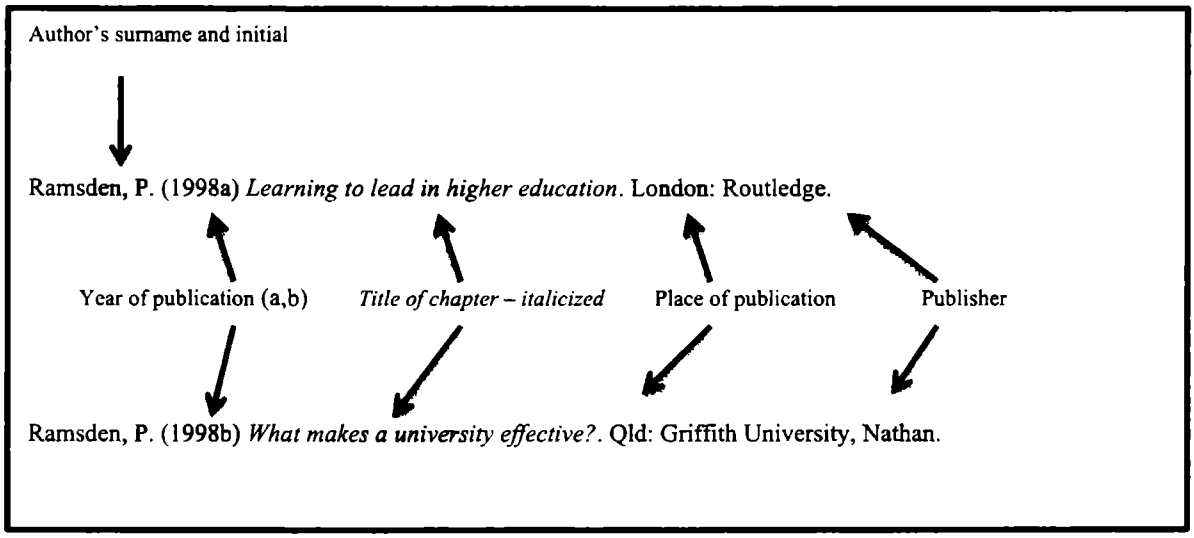
In-text citation example

- The view proposed by Franklin (2012, p. 78)...
- Sherren (2006, p. 25) noted that the 1980s reforms to higher education 'resulted in the instant flattening of the binary higher education system'.
- The reforms of the 1980s led to the disappearance of the dual system of higher education in Australia, due to the plethora of institutions merging (Sherren, 2006).
- Hannah (2002) examines the significance of education and training in the lives of refugees.
- "When a country is moving from war to peace, demobilization and reintegration issues should be addressed at the earliest stages of the peace negotiation process" (Colletta, Kostna & Wiederhofer, 2004, p. 171).
- ...(Marshall, 1975).
- As noted by Marshall (1975)...

Multiple works published in the same year by the same author

Author(s) surname, initial(s). (Year of publication a) *Title of book – italicized.* Edition – (if not the first edition). Location of publication: Publisher.

Family name, initial (s). (Year of publication b) *Title of book – italicized.* Edition – (if not the first edition). Location of publication: Publisher.



Reference List Example

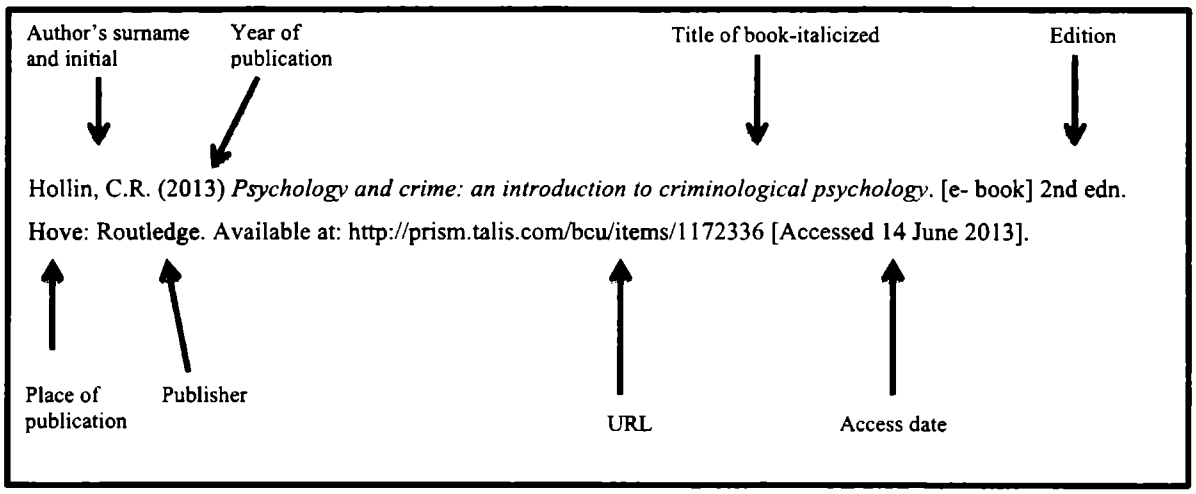
- Carlson, N. R. (2007a) *Foundations of Physiology and Psychology*. 7th ed. Boston, Mass: Pearson Allyn & Bacon.
- Carlson, N. R. (2007b) *Physiology of behavior*. London: Pearson Allyn & Bacon.
- Marzano, RJ & Pickering, DJ. (2006a*) Building academic vocabulary: teacher's manual.* Vic: Hawker Brownlow Education, Heatherton.
- Marzano, RJ & Pickering, DJ. (2006b) *Dimensions of learning: teacher's manual.* 2nd edn. Vic: Hawker Brownlow Education, Heatherton.
- Ramsden, P. (1998a) *Learning to lead in higher education*. London: Routledge.
- Ramsden, P. (1998b) *What makes a university effective?*. Qld: Griffith University, Nathan.

In-text citation example

- Ramsden (1998a, p. 159; 1998b p. 72) has repeatedly argued that 'feedback is critical to successful learning' as an 'effective approach to teaching'.
- Feedback to students on their assessments contributes to the quality of their learning (Ramsden, 1998a, 1998b).
- Marzano and Pickering (2006a) set out methods of teaching students how to build up their academic vocabulary.
- According to Marzano and Pickering (2006b), there should be emphasis placed on identifying declarative and procedural knowledge in the planning process of a unit.

Electronic book

Author (s) surname, initial(s).(Publication year in brackets) *Book title - italicized.* Edition -if not the first. Place of publication: Publisher. Available at: URL [Accessed date].



Reference List Example

- Griffith, A. (2010) *SPSS for dummies.* 2nd edn. Hoboken, NJ: Wiley. Available at: http://prism.talis.com/bcu/items/1143754 [Accessed 9 May 2013].

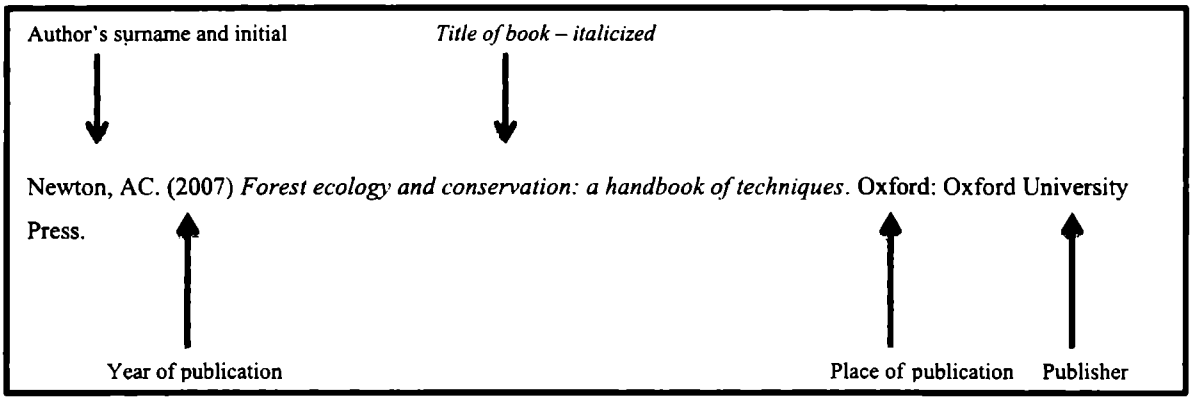
- Hislop, V. (2014) *The sunrise.* Available at: http://www.amazon.co.uk/kindlestore [Accessed 17 June 2015].
- Hollin, C.R. (2013) *Psychology and crime: an introduction to criminological psychology.* [e- book] 2nd edn. Hove: Routledge. Available at: http://prism.talis.com/bcu/items/1172336 [Accessed 14 June 2013].
- Kershaw, B & Nicholson, H. (2011) *Research methods in theatre and performance.* Edinburgh: Edinburgh University Press. Available at: http://prism.talis.com/bcu/items/1152916 [Accessed 6 July 2012].
- Peate, I. (2006). *Becoming a Nurse in the 21st Century.* Chichester: John Wiley. Available at: Birmingham City University Library Catalogue. <http://www.myilibrary.com/browse/open.asp?ID=51894> [Accessed 29th October 2008].
- Sadler, P. (2003) *Strategic Management.* Sterling: VA Kogan Page. Available at: http://www.netlibrary.com/reader/ [Accessed: 6th May 2012].

In-text citation example

- Sadler (2003) argues that.....
- "*Quotation*" (Sadler, 2003, p.18).
- .... (peate 2006).

Image in a book

Author (s) surname, initial(s). (Year of publication a) *Title of book – italicized.* Edition – (if not the first edition). Location of publication: Publisher.



Reference List Example

- Biggs, J & Tang, C. (2007) *Teaching for quality learning at university: what the student does*. 3rd edn. Berkshire, UK: Open University Press.
- Newton, AC. (2007) *Forest ecology and conservation: a handbook of techniques*. Oxford: Oxford University Press.

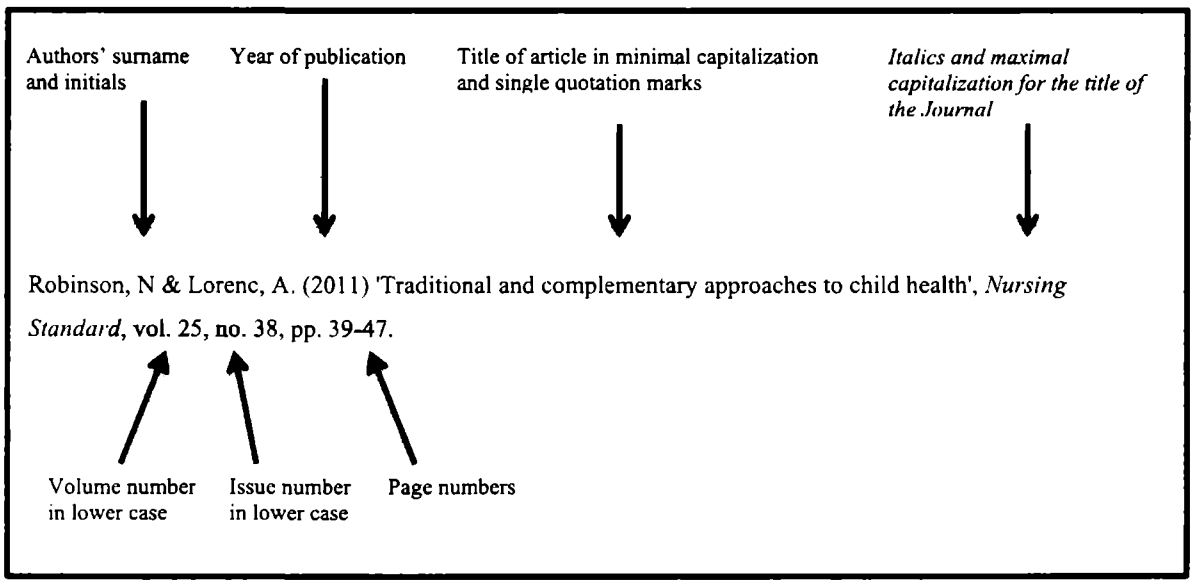
In-text citation example

- The figure 'Student orientation, teaching method and level of engagement' indicates that students may require different levels of engagement to achieve learning outcomes (Biggs & Tang, 2007, p. 10, fig. 1.1).
- Evidence suggests that teaching quality influences the level of engagement that a student has in a learning activity (Biggs & Tang, 2007, p. 10, fig. 1.1).

Referencing journal articles

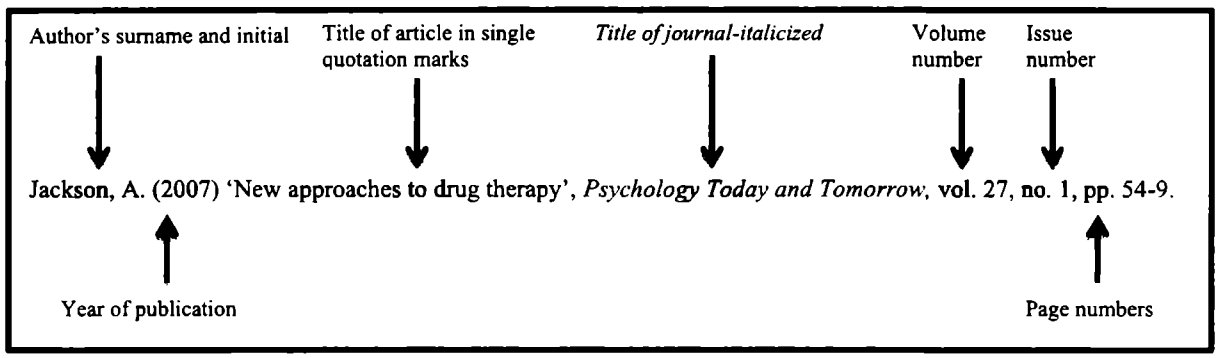
When including a journal article in the reference list, the following elements should be presented in this order:

- **Author(s) surname (family name), initial(s).**
- **(Year of publication)**
- **'Title of article in single quotation marks and minimal capitalization',**
- **Title of journal or periodical in italics and maximal capitalization,**
- **Volume number.**
- **Issue number.**
- **Page numbers on which the article begins and ends.**



Print journal article with author (S)

Author(s) surname, initial(s). (Year of publication) 'Title of article', *Journal name-italicized*, Vol. Volume number, No. Issue number, pp. first and last page numbers.



Reference list example

- Elo, A, Ervasti, J, Kuosma, E & Mattila, P. (2008) 'Evaluation of an organizational stress management program in a municipal public works organization', *Journal of Occupational Health Psychology*, vol. 13, no. 1, pp. 10-23.
- Huffman, LM. (1996) 'Processing whey protein for use as a food ingredient', *Food Technology,* vol. 50, no. 2, pp. 49-52.
- Jackson, A. (2007) 'New approaches to drug therapy', *Psychology Today and Tomorrow,* vol. 27, no. 1, pp. 54-9.
- Kramer, E & Bloggs, T. (2002) 'On quality in art and art therapy', *American Journal of Art Therapy,* vol. 40, pp. 218-31.
- Leonard, V & LeBrasseur, R. (2008) 'Individual assignments and academic dishonesty: exploring the conundrum', *The Australian Educational Researcher*, vol. 35, no. 1, pp. 37-56.
- Sansom, B. (2006) 'Looter of the dreamings: Xavier Herbert and the taking of Kaijek's newsong story', *Oceania*, vol. 76, no. 1, pp. 83-104.
- Younger, P. (2004) 'Using the internet to conduct a literature search', *Nursing Standard,* vol. 19, no. 6, pp. 45-51.

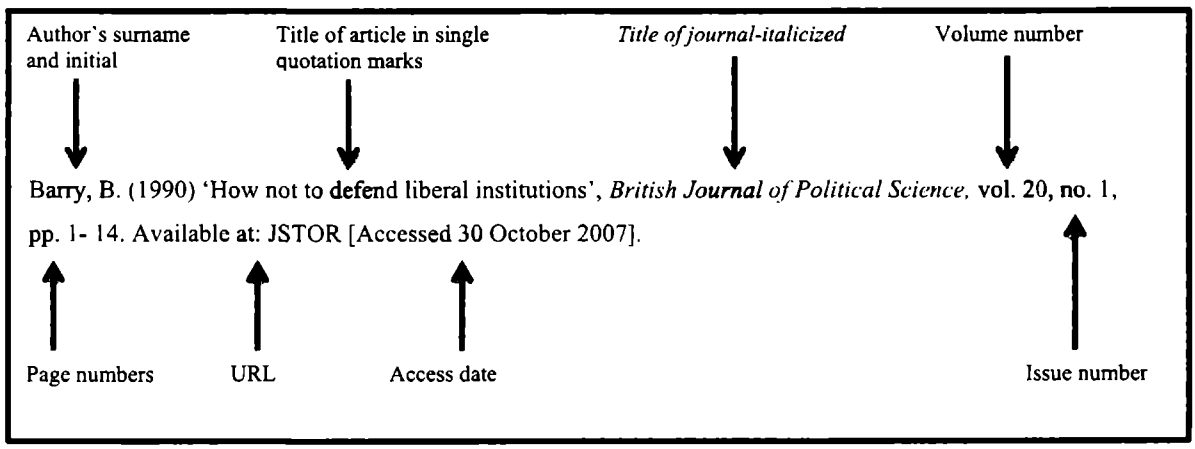
In-text citation example

- Assignments that are done individually give the student 'the opportunity to complete the assignment according to his or her preferred approach' (Leonard & LeBrasseur, 2008, p. 39).
- A lecturer sets an individual assignment in order to evaluate what the student has learned and provide feedback, and the student has the flexibility to be able to choose the resources they will use and the approach they will take towards the topic (Leonard & LeBrasseur, 2008).
- Sansom (2006, p.85) establishes that Herbert's authorial practice makes him the very semblance of an anthropologist. He likewise is a looter of the Dreamings.

Electronic journals

Full text from an electronic database

Author(s) surname, initial(s). (Year of publication) 'Title of article', *Title of Journal-italicized*, Vol. Volume number, No. Issue number, pp. first and last page numbers. Available at: URL [Accessed date].



Reference list example

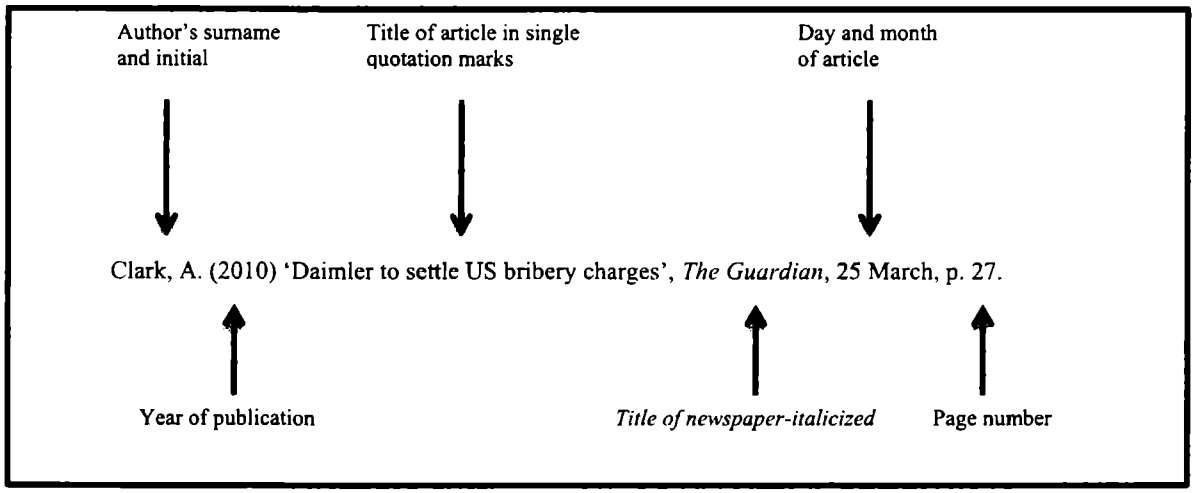
- Barry, B. (1990) 'How not to defend liberal institutions', *British Journal of Political Science,* vol. 20, no. 1, pp. 1- 14. Available at: JSTOR [Accessed 30 October 2007].
- Buckridge, M & Guest, R. (2007) 'A conversation about pedagogical responses to increased diversity in university classrooms', *Higher Education Research & Development*, vol. 26, no. 2, pp. 133-46. Available at: Informaworld database [Accessed16 September 2008].
- Fulk, J, Steinfeld, C, Schmitz, J & Power, J. (1987) 'A social information processing model of media use in organizations', *Communication Research*, vol. 14, no. 5, pp. 529-552. Available at: Sage Journals Online [Accessed 30 December 2007].
- Jackson, D, Firtko, A & Edenborough, M. (2007) 'Personal resilience as a strategy for surviving and thriving in the face of workplace adversity: a literature review', *Journal of Advanced Nursing,* vol. 60, no. 1, pp. 1-9. Available at: Academic Search Complete database [Accessed 2 April 2009].
- Johns, E & Mewhort, D. (2009) 'Test sequence priming in recognition memory', *Journal of Experimental Psychology: Learning, Memory and Cognition,* vol. 35, pp. 1162-1174. Available at: Psy-ARTICLES database [Accessed 20 November 2009].

In-text citation example

- A student engaged at a higher level of learning is aware that 'learning involves meaning and making connections' (Buckridge & Guest, 2007, p. 136).
- When a student internalizes information in order to make connections with their prior learning this points to a qualitatively higher level of engagement (Buckridge & Guest, 2007).

Newspaper article (print)

Author(s) surname, initial (s). (Year of publication - in brackets) 'Title of Article', *Title of Newspaper – italicized*, Day and month of article. Page number of article - if available.



Reference list example

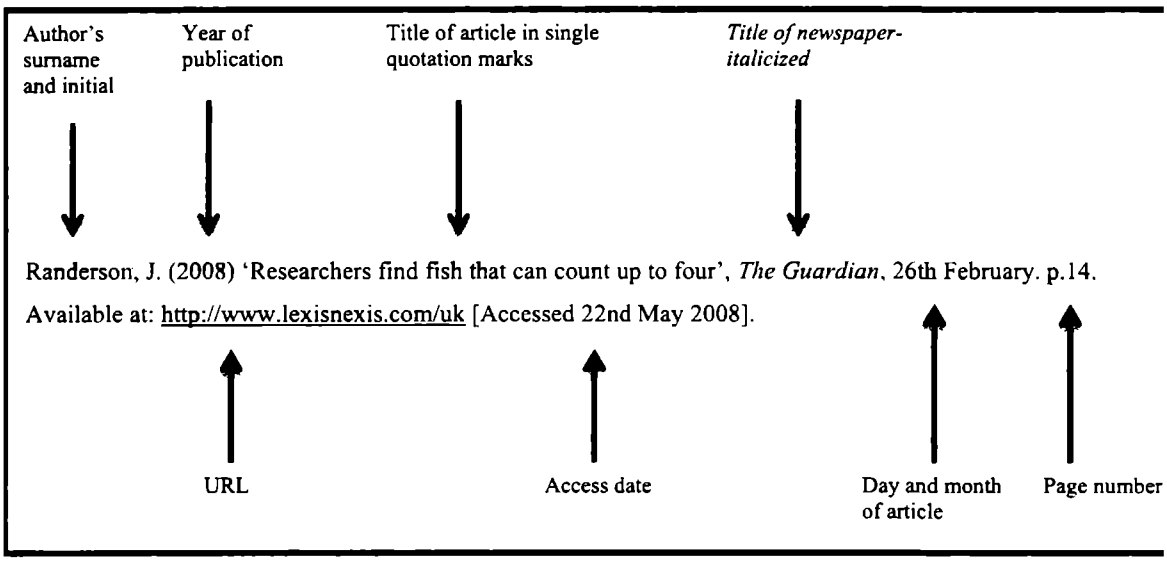
- Anderson, J. (2008) 'Researchers find fish that can count up to four', *The Guardian*, 26th February.
- Clark, A. (2010) 'Daimler to settle US bribery charges', *The Guardian*, 25 March, p. 27.
- Lewis, S. (2015) 'Rainbow support for York pride', *The Press, York*, 18 June.
- Potter, R. (2013) 'Time to take stock', *The Guardian*, 20 May, p.15.

In-text citation example

- ...(Randerson, 2008)
- Randerson's (2008) article indicates that...
- "Businesses and organizations around York are showing their support" (Lewis, 2015, p. 6).

Newspaper article (online)

Author(s) surname, initial(s). (Year of publication - in brackets) 'Title of Article', *Title of Newspaper – italicized*, Day and month of article. Page number of article - if available. Available at: URL [Accessed date].



Reference list example

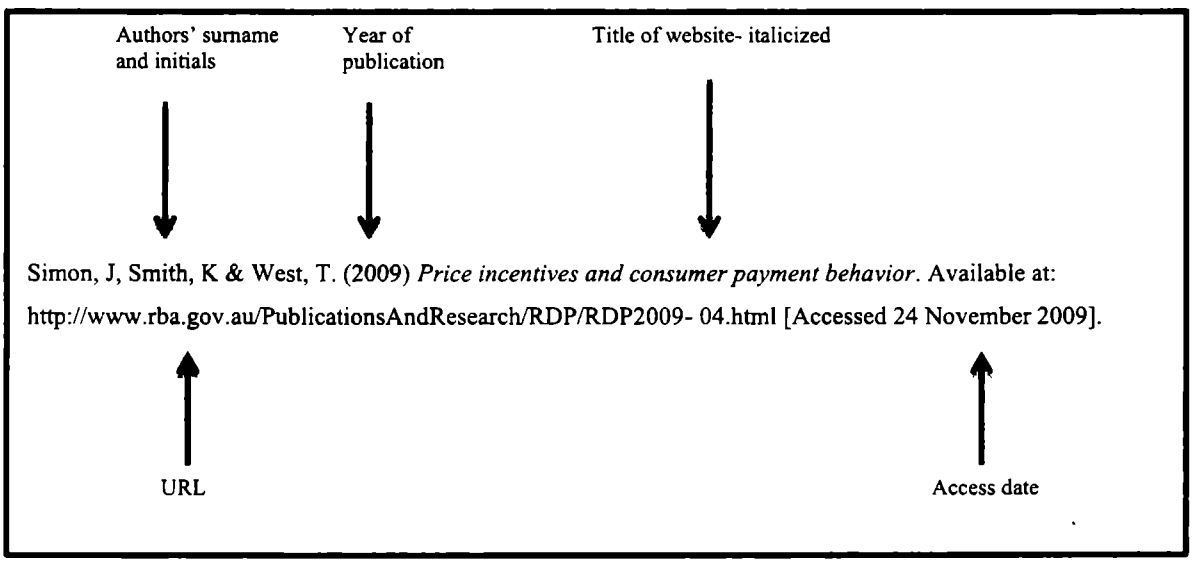
- Curtis, N. (2009) 'It's all going on off stage', Evening Standard, 16 June. Available at: http://www.standard.co.uk/goingout/theatre/its-all-going-on-offstage-6721018.html [Accessed 21 June 2013].
- Mulholland, H. (2012) 'Michael Gove unveils tougher tests for trainee teachers', The Guardian, 26 October. Available at: http://www.guardian.co.uk/education/2012/oct/26/michael- gove-tests-trainee-teachers [Accessed 20 June 2013].
- Randerson, J. (2008) 'Researchers find fish that can count up to four', *The Guardian*, 26th February. p.14. Available at: http://www.lexisnexis.com/uk [Accessed 22nd May 2008].

In-text citation example

- ...(Randerson, 2008).
- Randerson's (2008) article indicates that...
- 'immersive' is used to refer to work which is characterized by 'an ambition to get away from the traditional, passive process of experiencing theatre' (Curtis, 2009).
- Mulholland (2012) outlines the Government's proposals....

Website with author (s)

Author(s) surname, initial(s). (Year - in brackets) *Title of website in italics.* Available at: URL [Accessed date in square brackets].



Reference list example

- Albanese, A. (2009) *Fairer compensation for air travellers*, media release, 29 January, Minister for Infrastructure, Transport, Regional Development and Local Government. Available at: http://www.minister.infrastructure.gov.au/releases/2009 [Accessed 30 January 2009].
- Bennett, J, Strange, N, Kerr, P & Medrado, A. (2012) *Multiplatforming public service broadcasting: the economic and cultural role of UK independents.* Available at:

http://cowboysorindies.files.wordpress.com/2012/09/bennett-strange-kerr-medrado-2012-multiplatforming-psb-industry-report.pdf [Accessed 20 February 2013].

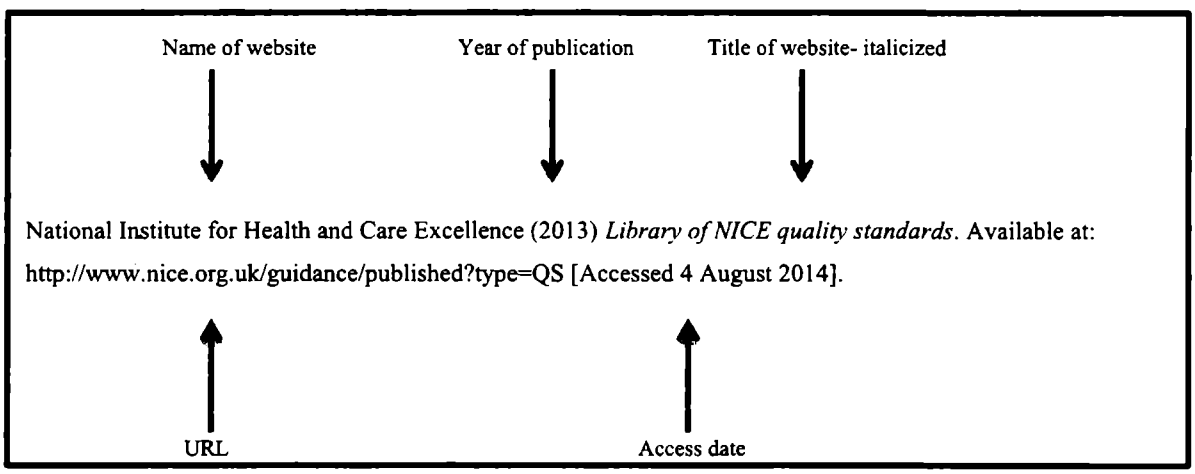
- Este, J, Warren, C, Connor, L, Brown, M, Pollard, R & O'Connor, T. (2008) *Life in the clickstream: the future of journalism*, Media Entertainment and Arts Alliance. Available at: http://www.alliance.org.au/documents/ foj_report_final.pdf [Accessed 27 May 2009].
- Hillman, K. (2005) *The first year experience: the transition from secondary school to university and TAFE in Australia.* Available at: http://www.acer.edu.au/documents/LSAY_lsay40.pdf [Accessed 16 September 2008].

In-text citation example

- Previous research has indicated that 'the early experiences of students entering tertiary education are integral to the development of positive attitudes towards further study' (Hillman, 2005, p. 9).
- Many students in their first year of tertiary study have issues with keeping a balance between work, study and relationships (Hillman, 2005).
- An RBA paper (Simon, Smith & West, 2009) found that participation in a loyalty program and access to an interest-free period.

Website with no author (s)

Website name (Year - in brackets) *Title of website in italics.* Available at: URL [Accessed date in square brackets].



Reference list example

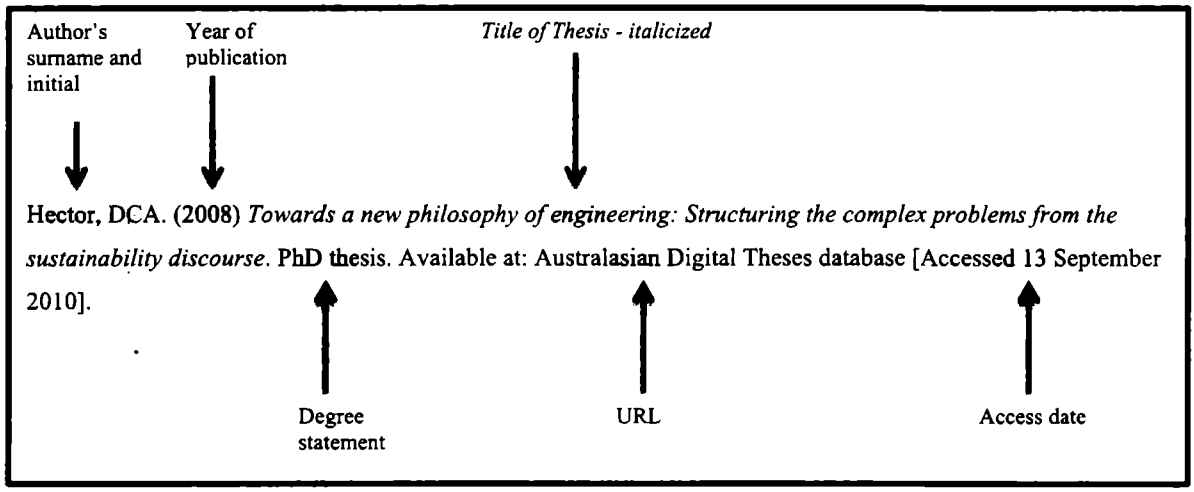
- *Andragogy: adult learning* (2008). Available at: http://www.west.net/~ger/Orientation/andragogy/andragogy.html [Accessed16 September 2008].
- BBC NEWS. (2008) *Factory gloom worst since 1980.* Available at: http://news.bbc.co.uk/1/hi/business/7681569.stm [Accessed 29th June 2012].
- *Behaviour modification* (2007). Available at: http://www.educational.org.uk/behaviour.html [Accessed 31 August 2011].
- Department of Health (2012) *The power of information: putting us all in control of the health and care information we need.* Available at: https://www.gov.uk/government/publications/giving-people-control-of-the-health-and-care- information-they-need [Accessed 20 February 2013].
- *Developing an argument (*n.d.). Available at: http://web.princeton. edu/sites/writing/Writing_Center/WCWritingResources.htm [Accessed 30 March 2009].
- National Institute for Health and Care Excellence (2013) *Library of NICE quality standards*. Available at: http://www.nice.org.uk/guidance/published?type=QS [Accessed 4 August 2014].
- National Perinatal Epidemiology Unit (2013) *Birthplace in England Research Programme (Birthplace)*. Available at: https://www.npeu.ox.ac.uk/birthplace [Accessed 25 July 2013].
- Scottish Intercollegiate Guidelines Network (SIGN) (2007) *Risk estimation and the prevention of cardiovascular disease: a national clinical guideline*. Edinburgh: SIGN. Available at: http://www.sign.ac.uk/pdf/sign97.pdf [Accessed 20 February 2013].

In-text citation example

- ……(National Institute for Health and Care Excellence, 2013).
- Knowles' theory of andragogy proposes that adults want to take on more authority for their own learning (*Andragogy: adult learning,* 2008).
- ...as reported by the BBC (2008)…

Thesis online

Author(s) surname, initial(s). (Year of submission - in brackets) *Title of Thesis - italicized.* Degree statement. Location of publication: publisher. Available at: URL [Accessed date in square brackets].



Reference list example

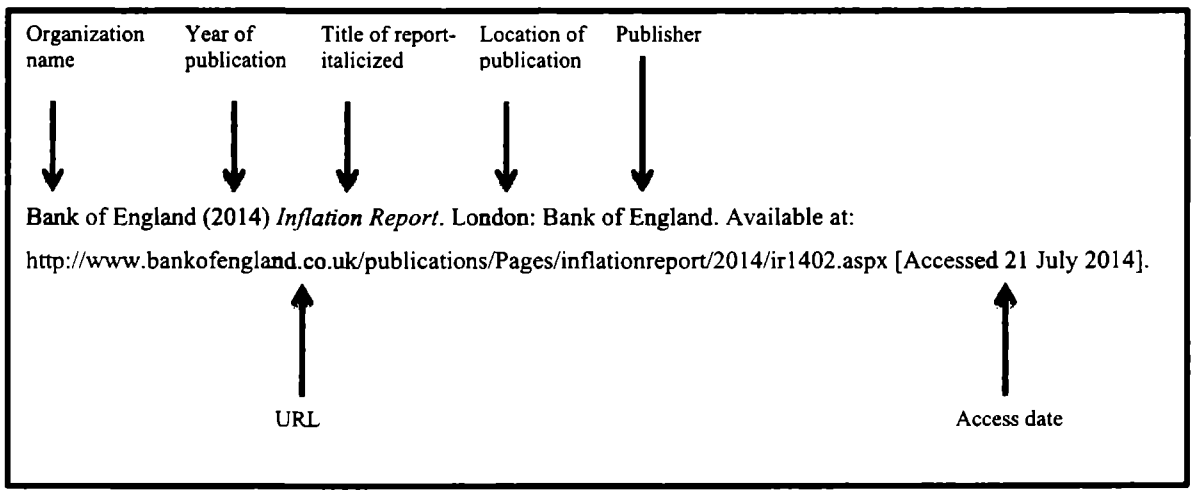
- Bond, C. (2000) *The development of students' experiences of learning in higher education*. PhD Thesis. Brisbane: Griffith University. Available at: Australian Digital Thesis Program [Accessed 16 September 2008].
- Campbell, K. (2004) *Family food environments as determinants of children's eating: implications for obesity prevention*, PhD thesis. Geelong: Deakin University. Available at: http://tux.lib.deakin.edu.au/adt-VDU/public/adt-VDU20061207.120915/ [Accessed 21 February 2008].
- Gale, L. (2000) *The relationship between leadership and employee empowerment for successful total quality management.* PhD thesis. Penrith: University of Western Sydney. Available at: Australasian Digital Thesis database [Accessed 31 March 2009].
- Hector, DCA. (2008) *Towards a new philosophy of engineering: Structuring the complex problems from the sustainability discourse*. PhD thesis. Available at: Australasian Digital Theses database [Accessed 13 September 2010].

In-text citation example

- A student engaged in deep learning 'focuses on what is intended or signified by the author of the text' (Bond 2000, p. 78).
- An example of a deep approach to learning is when a student strives to understand what the author's intention is within the text (Bond, 2000).
- The field of engineering has largely developed around the positivist philosophical position (Hector, 2008).
- Campbell (2004) discusses diet as a predictor of obesity in children.

Government reports

Name of organization or Author(s) surname, initial(s). (Year of report - in brackets) *Title of report – italicized.* Location of publication: publisher. Available at: URL [Accessed date in square brackets].



Reference list example

- Bank of England (2014) *Inflation Report*. London: Bank of England. Available at: http://www.bankofengland.co.uk/publications/Pages/inflationreport/2014/ir1402.aspx [Accessed 21 July 2014].

- H.M. Government (2010) *The coalition: our programme for government.* London: Cabinet Office. Available at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/78977/coalition _programme_for_government.pdf [Accessed 7 June 2013].
- National Clinical Guideline Centre (2011) *The management of hip fracture in adults: methods, evidence & guidance.* London: National Clinical Guideline Centre. Available at: http://www.nice.org.uk/nicemedia/live/13489/54918/54918.pdf [Accessed 13 May 2013].
- Sosulski, K. (2002) *Design research report: The deconstructor.* New York: Columbia Center for New Media Teaching and Learning. Available at: http://ccnmtl.columbia.edu/projects/evaluations/deconstructor.pdf [Accessed 25 July 2013].

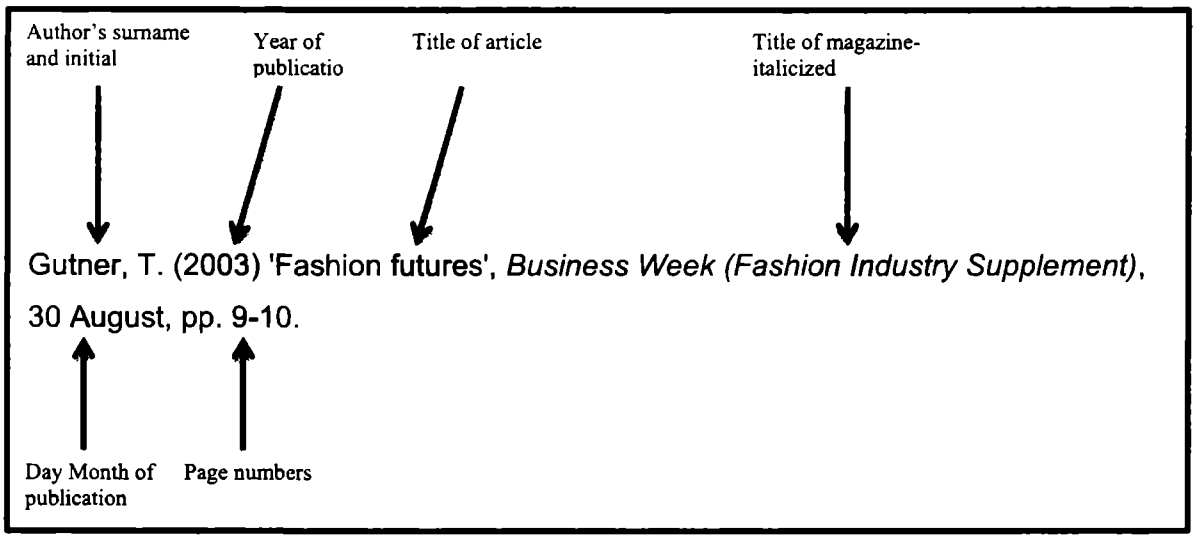
In-text citation example

- ...(Bank of England, 2014).
- ...(National Clinical Guideline Centre, 2011).
- H.M. Government (2010) argued that...

Magazine article (Print)

Author(s) surname, initial (s). (Year of publication) 'Title of Article', *Title of magazine – italicized*, Day month, Page numbers of the article.

NOTE:



- Publication information will vary between magazines: some have volume and/or issue numbers, while others show the month or date of publication. See examples provided.
- If a magazine article has no author, cite the magazine title as author.
- If referencing an online magazine article, include the URL and date accessed.

Reference list example

- Giedroyc, M & Reed, B. (2012) 'Was Lennon really a genius?', The Spectator, 6 October, pp. 24–6.
- Gutner, T. (2003) 'Fashion futures', *Business Week (Fashion Industry Supplement)*, 30 August, pp. 9-10.
- Illing, D. & Healy, G. (1996) 'Campuses fear impact of postgrad cuts', *Australian*, 21 August, p. 29.
- Knight, W. (2004) 'How to second guess the next hack attack', *New Scientist,* 24 January, p. 19.

- Legge, K. (1987) 'Labor to cost the "Keating Factor" ', *Times on Sunday*, 1 Feb., p. 2.
- McEachen, B. (2011) 'Dante on Dante', Empire, no. 127, pp. 82–6.
- Reid, I. (1996) 'Face the dilemma of learn versus earn', *Australian*, 21 August, p. 32.
- The Economist. (2012) 'Reforming LIBOR: the $300 trillion question', vol. 404, no. 8804, p. 86.
- Wolff, R. (2012) 'Warhol Warhol everywhere', ART news, vol. 111, no. 8, pp. 76–81.

In-text citation example

- Giedroyc and Reed (2012, p. 25) compare...
- ...equivalent musicians (Giedroyc & Reed 2012, p. 25).
- ...living legend (McEachen 2011, p. 82).
- The Economist (2012, p. 86) highlights...

Chapter - Two

American Psychiatric Association (APA) - Style Referencing Guidelines

In text citations – APA

Referencing is an essential part of academic writing. Spending time learning how to reference your assignments accurately will help you:

- **Maximize the marks available to you for referencing.**
- **Fulfill the assessment requirements set out in your Unit Outline.**
- **Avoid allegations of plagiarism.**
- **Comply with the Academic Honesty Policy.**

Two essential parts of APA referencing

- **In text citations** show where in your assignment you have referred to information from your research through the use of paraphrases and quotations.
- **The list of references** contains full bibliographic information for each of the sources cited in your assignment.

Two ways of citing information

- **Paraphrases** are the ideas from your research put into your own words. For paraphrases, use the author's surname and year of publication. The 6th edition of the *APA Publication Manual* encourages writers also to include the page number for paraphrases when it would help a reader to locate the information in a long or complex text.
- **Quotations** are the exact words from the original source. For quotations, use the author's surname, year of publication and page number or paragraph number (for some electronic sources). You will also need to enclose the quoted information in quotation marks.

Paraphrase examples

- Thompson and Smith (2003) concluded from their research that people's attitudes towards capital punishment are largely based on emotion.
- Managers spend most of their time on communication issues (Brown, 2005).
- Another study has examined the effects of communication in nursing management decision making (National Association for Health, 2006).

Quotation examples

- Smith (2003) states, "managers need a detailed understanding of the communication process to be effective in the workplace" (p. 12).
- Managers need a detailed understanding of the communication process to be effective in the workplace" (Smith, 2003, p. 12).
- Basu and Jones (2007) went so far as to suggest the need for a new "intellectual framework in which to consider the nature and form of regulation in cyberspace" (para. 4).

Multiple authors (In- text citation)

For 3 to 5 authors of the one-book/journal article cited in text:

- Cite all authors the first time.
- After that, only cite the surname of the first author followed by "et al.".
- For 6 or more authors cite the surname of the first author followed by et al. for the first and subsequent citations.

Examples of multiple authors in text citation

- An important measure of whether a patient has received quality care can be demonstrated by patient satisfaction (Johansson, Oleni & Fridlund, 2002).
- Further research is also required on the reasons for patient dissatisfaction (Johansson et al., 2002).

Citations taken from secondary sources

- When citing a source that appears within the source you are reading, include the surname of the author cited, followed by the surname and year of publication of the source you are reading.

Examples of secondary source citation

- Bion (as cited in Gibb, 2008) noted that most groups aim to be functional but sometimes underlying assumptions interfere with this aim.
- Most groups aim to be functional but sometimes underlying assumptions interfere with this aim (Bion, as cited in Gibb, 2008).

NOTE: The entry in your list of references will only include the source you are reading, Gibb, as this is the source you have accessed, not the original work by Bion.

Long quotations (40 words or more)

When citing long quotations in research or assignments:

- Start on a new line and use double line spacing.
- Indent 5 spaces from the left margin.
- Do not use quotation marks.
- Include the citation at the end of quotation, after the full stop. Example, Current research indicates that: Taking into consideration gender differences in adolescent development, it may be that boys share more intimate details when not in mixed company, thereby having better treatment outcomes. Parents also play an integral role in fostering self-efficacy in their children and they may need to get more involved, especially with their male teens. (Moore, Young, Weir, & Ochshorn, 2007, p. 142).

Reference list – General notes

- Begin your reference list on a new page and title it 'References.' Centre the title on the page.
- Double-space your reference list and have a hanging indent.
  Hanging indent is where the first line of each reference is fully left justified while subsequent lines are indented to the right. The width of the hanging indent should be 5-7 spaces or 1.25 cm. Hanging indents and double spacing are set by the word processors.
- All of the references in the reference list must also be cited in the text.
- All references cited in text must also be included in the reference list (exceptions are unpublished items such as correspondence).
- List the references in alphabetical order by author surname/family name.
- Where there are two articles with the same authors and date order the references alphabetically by article title and add a letter suffix to the year of publication (e.g. 2003a, 2003b...).
- Provide organization names in full, unless they are obviously recognizable as abbreviations (e.g. APA for American Psychological Association).
- In an article, chapter or book title capitalize only the first word of the title and of the subtitle, if any, and any proper nouns. (Note: book titles should be italicized).
- In a periodical, journal, or serial title, give the title in full, in upper and lower case letters. The title should be italicized (e.g. Harvard Business Review).
- APA requires use of an en dash between pagination numbers. An en dash is longer and thinner than a hyphen. Type in an en dash, or if an en dash is unavailable on the keyboard, use a single hyphen. In either case there is no space before or after. We recommend consulting your faculty staff to determine their requirements.
- Check the reference details against the actual source - you are indicating that you have read a source when you cite it.
- Be consistent with your referencing style across the document.

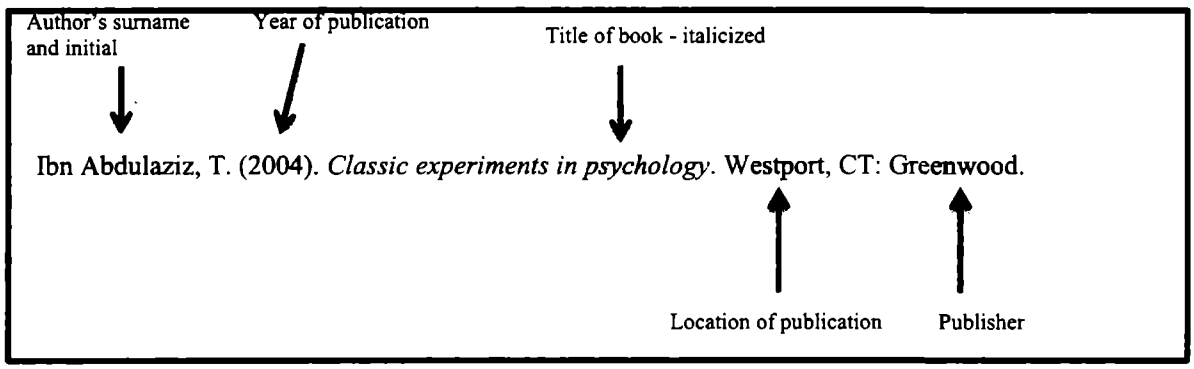
Books and book chapters

Print book

Author(s) of book – family name and initials, *use & for multiple authors.* (Year of publication). *Title of book – italicized.* Place of publication: Publisher.

Print book - single author

Author, A. A. (year of publication). *Title of book - italicized* (edition.). Location of publication: Publisher.



Reference list example

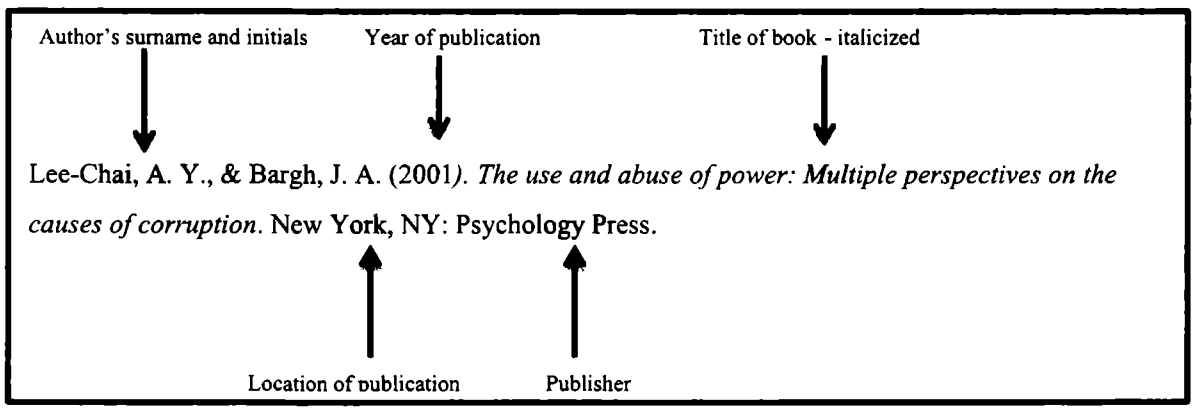
- Fetherston, T. (2007). *Becoming an effective teacher.* South Melbourne, Australia: Thomson Learning.
- Gore, A. (2006). *An inconvenient truth: The planetary emergency of global warming and what we can do about it.* Emmaus, PA: Rodale.
- Ibn Abdulaziz, T. (2004). *Classic experiments in psychology.* Westport, CT: Greenwood.
- Jarvis, P. (2010*). Adult education and lifelong learning: Theory and practice* (4th ed.). London: Routledge.

In-text citation example

- Fetherston (2007) claims that teachers "suggest ways of looking at the new material" (p. 61).
- Teachers help each student with their individual interpretation of understanding (Fetherston, 2007).
- According to Jarvis (2010), when adults return to education..... OR (Jarvis, 2010)

Print book -two authors

Author, A. A., & Author, B. B. (year of publication). *Title of book - italicized* (edition.). Location of publication: Publisher.



Reference list example

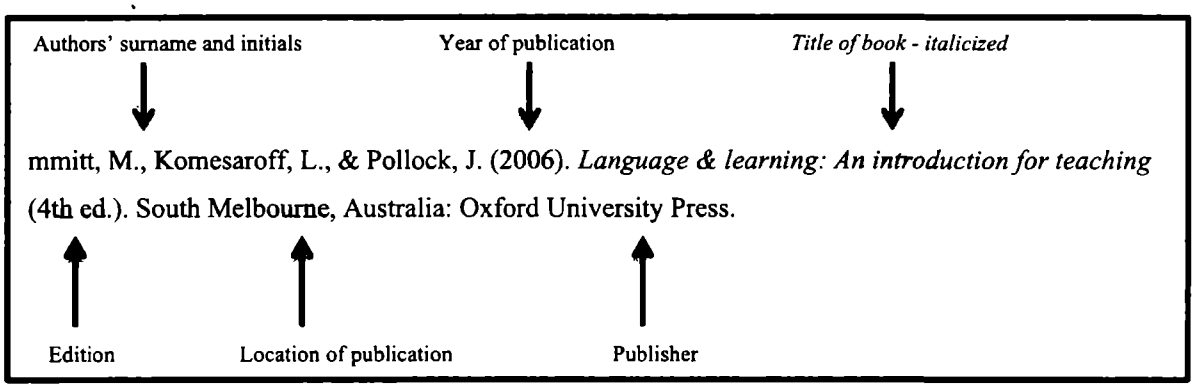
- Bohm, A., & Chaudri, D. (2000). *Securing Australia's future: An analysis of the international education markets in India*. Sydney, Australia: IDP Education Australia.
- Knight, A., & Ruddock, L. (2008). *Advanced research methods in the built environment*. Oxford: Wiley-Blackwell.
- Lee-Chai, A. Y., & Bargh, J. A. (2001). *The use and abuse of power: Multiple perspectives on the causes of corruption*. New York, NY: Psychology Press.
- Michaels, P. J., & Balling, R. C. (2000). *The satanic gases: Clearing the air about global warming*. Washington, DC: Cato Institute.

In-text citation example

- Bohm and Chaudri (2000) claim that Australia has a "reputation for delivering industry-focused education and training" (p. 52).
- Australia's higher education sector is known for providing students with training that is relevant to their future profession (Bohm & Chaudri, 2000).
- (Michaels & Balling, 2000).
- (Knight & Ruddock, 2008). For Knight and Ruddock (2008) argue that...

Print book -Three, four or five authors

Author, A. A., Author, B. B., Author, C. C., Author, D. D., & Author, E. E. (year of publication). *Title of book - italicized* (edition.). Location of publication: Publisher.



Reference list example

- Bell, M., Bush, D., Nicholson, P., O'Brien, D., & Tran, T. (2002).*Universities online: A survey of online education and services in Australia.* Canberra, Australia: Department of Education, Science and Training.
- Collier, B.J., Bide, M.J., & Tortora, P.G. (2009). *Understanding textiles* (7th ed.). London: Pearson Prentice-Hall.
- mmitt, M., Komesaroff, L., & Pollock, J. (2006). *Language & learning: An introduction for teaching* (4th ed.). South Melbourne, Australia: Oxford University Press.

In-text citation example

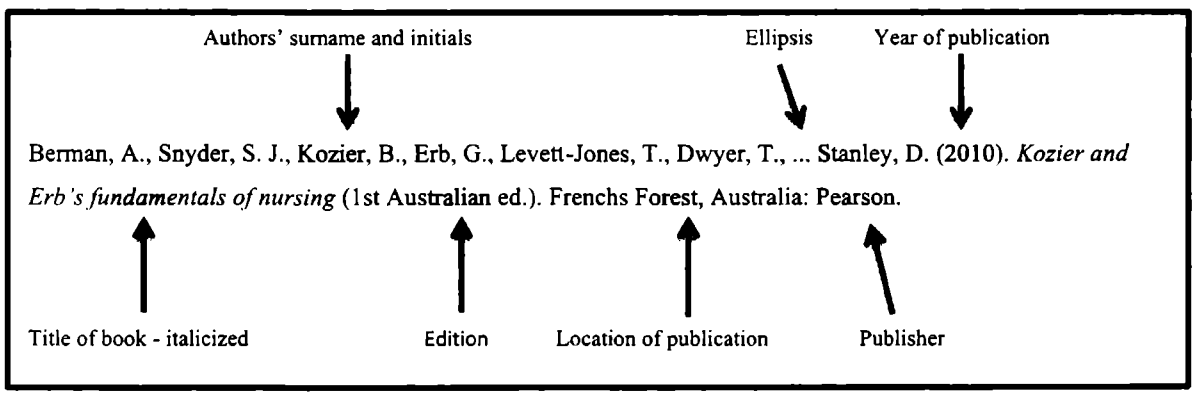
- **First citation:** Bell, Bush, Nicholson, O'Brien, and Tran (2002) found that universities "are embracing the concept..." (p. 27).
- **Subsequent citation/s:** Bell et al. (2002) stated that "Australian universities have led the way..." (p. 27). ...or... "Australian universities have led the way..." (Bell et al., 2002, p. 27).
- **First citation:** Australian universities are actively using online technology (Bell, Bush, Nicholson, O'Brien, & Tran, 2002).
- **Subsequent citation/s:** Bell et al. (2002)...or...(Bell et al., 2002).

Print book -Six or more authors

Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author, F. F.,... Author, G. G. (year of publication). *Title of book – italicized* (edition.). Location of publication: Publisher.

NOTE: When a book has more than 7 authors, type the first 6 authors' names followed by an ellipsis (...) then the last author's name.

NOTE: When a reference has up to six or more authors, spell out all authors' names in the reference list.



Reference list example

- Berman, A., Snyder, S. J., Kozier, B., Erb, G., Levett-Jones, T., Dwyer, T., ... Stanley, D. (2010). *Kozier and Erb's fundamentals of nursing* (1st Australian ed.). Frenchs Forest, Australia: Pearson.
- Clarke, M., Corbett-Jones, J., Flynn, L., Ferry, K., Corrigan, J., Hargreaves, C., ...Westley, E. (2010). *Devils, demons and werewolves.* Manchester: Bridge House.
- Louden, W., Chan, L. K., Elkins, J., Greaves, D., House, H., Milton, M.,...Van Kraayenoord, C. (2000). *Mapping the territory: Primary students with learning difficulties: Literacy and numeracy.* Canberra, Australia: Department Education, Training and Youth Affairs.

In-text citation example

- Louden et al. (2000) concludes that the number of primary students "having difficulty with numeracy is somewhat lower than that of literacy" (p. 27).
- The report concluded that difficulties with numeracy were less than difficulties with literacy for primary school students (Louden et al., 2000).
- ... (Berman et al., 2010).
- Clarke et al. (2010) describe...OR (Clarke et al., 2010)

Print book -Multiple works by the same author

Author, A. A. (year of publication). *Title of book - italicized.* Location of publication: Publisher.

NOTE: While citing the multiple works by the same author, provide the author's surname once followed by the years of each publication and separate them by comma.

Reference list example

- Ramsden, P. (1992). *Learning to teach in higher education.* London, England: Routledge.
- Ramsden, P. (1994). *Using research on student learning to enhance educational quality.* Nathan, Australia: Griffith Institute for Higher Education.

- Willmott, W.F . (2004). *Rocks and landscapes of the national parks of Southern Queensland.* Brisbane: Geological Society of Australia, Queensland Division.
- Willmott, W.F. (2006). *Rocks and landscapes of the national parks of Central Queensland.* Brisbane: Geological Society of Australia, Queensland Division.

In-text citation example

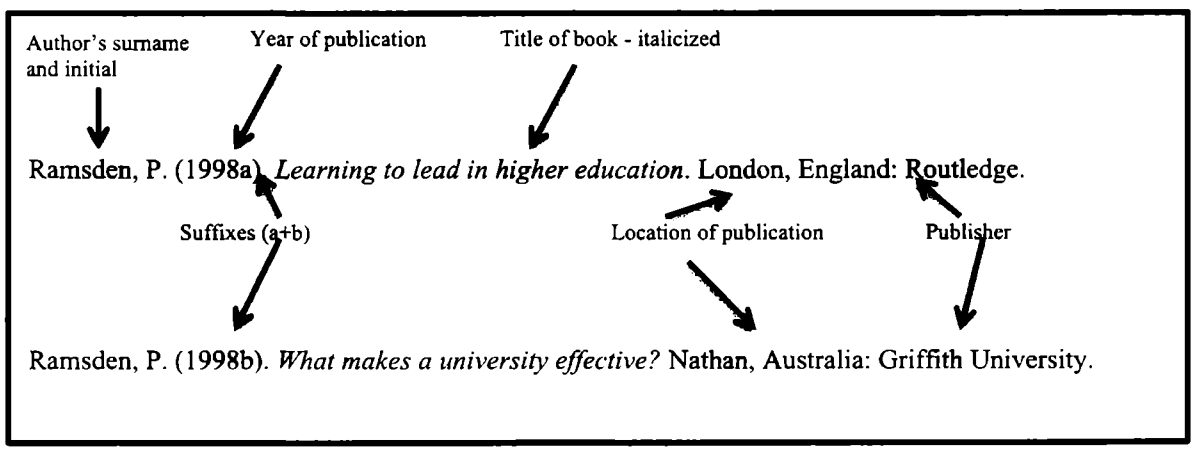
- The lecturer's understanding of teaching has an effect on the quality of student learning (Ramsden, 1992, 1994).
- ...geology of Queensland's national parks (Willmott, 2004, 2006).

Print book -Multiple works published in the same year by the same author

Author, A. A. (year of publication a). *Title of book - italicized.* Location of publication: Publisher.

Author, A. A. (year of publication b). *Title of book - italicized.* Location of publication: Publisher.

NOTE: If there is more than one reference by an author in the same year, suffixes (a, b, c, etc.) are added to the year. Allocation of the suffixes is determined by the order of the references in the reference list. Suffixes are also included in the reference list, and these references are listed alphabetically by title.



Reference list example

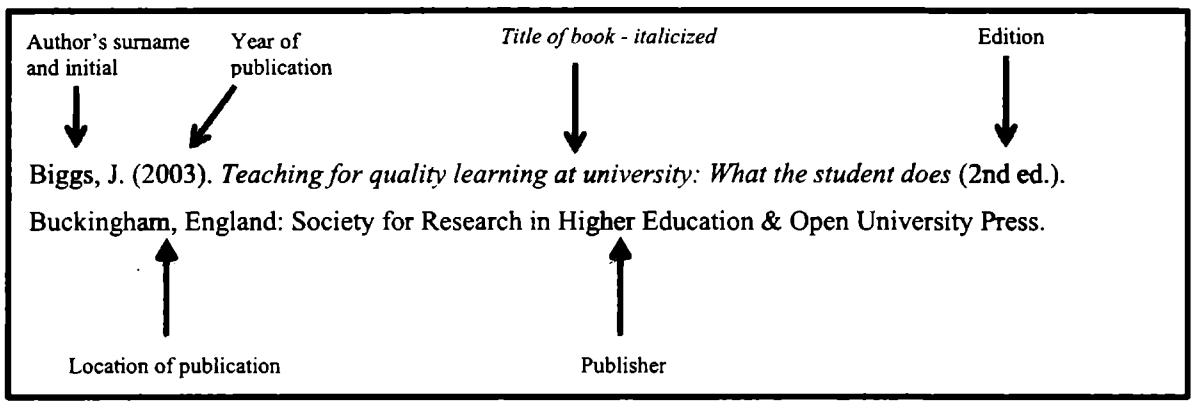
- Dawkins, R. (1996a). *Climbing Mount Improbable.* London: Viking.
- Dawkins, R. (1996b). *River out of Eden.* London: Phoenix.
- Ramsden, P. (1998a). *Learning to lead in higher education.* London, England: Routledge.
- Ramsden, P. (1998b). *What makes a university effective?* Nathan, Australia: Griffith University.

In-text citation example

- Feedback to students on their assessments contributes to the quality of their learning (Ramsden, 1998a, 1998b).
- .....(Dawkins, 1996a, 1996b).

Print book -Different editions

Author, A. A., & Author, B. B. (year of publication). *Title of book - italicized* (edition.). Location of publication: Publisher.



Reference list example

- Biggs, J. (2003). *Teaching for quality learning at university: What the student does* (2nd ed.). Buckingham, England: Society for Research in Higher Education & Open University Press.

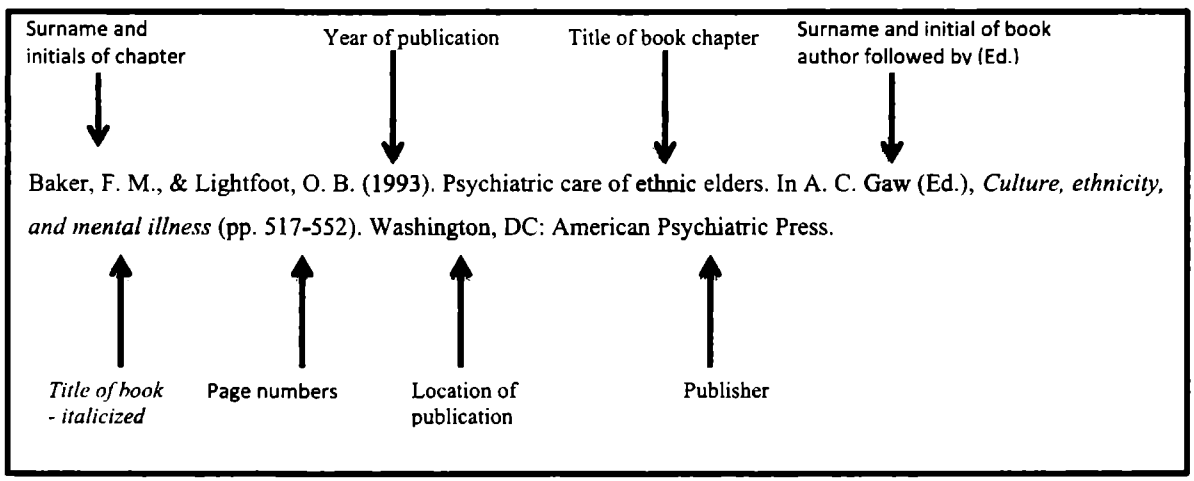
- DeHart, G. B., Sroufe, L.A., & Cooper, R. G. (1995). *Child development: Its nature and course* (4th ed.). Boston, MA: McGraw-Hill.

In-text citation example

- Biggs (2003) argues that students approach to learning is a way of "interacting with the world" (p. 13).
- When a learner takes in information, interprets it and uses it to think differently, as a consequence they change the way they conceive of the world (Biggs, 2003).
- .....(DeHart, Sroufe, & Cooper, 1995).
- DeHart, Sroufe & Cooper (1995) state the idea that...

Chapter in a print book

Author(s) of chapter - Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. Editor & B. Editor of book (Eds.), *Title of book - italicized* (pp. page numbers). Location of publication: Publisher.



NOTE:

- Use & for multiple authors.
- Write – Family name and initial(s) of chapter author(s).
- Write – Initial(s) and family name of book author(s).

Reference list example

- Baker, F. M., & Lightfoot, O. B. (1993). Psychiatric care of ethnic elders. In A. C. Gaw (Ed.), *Culture, ethnicity, and mental illness* (pp. 517-552). Washington, DC: American Psychiatric Press.
- Dunderstadt, J. (2009). Possible futures for the research library in the 21st century. In D. Barnet & F. Heath (Eds.), *The research library in the 21st century* (pp.4-12). Abingdon: Routledge.
- McCarthy, A. (2005). Psychosocial aspects of pain and fatigue. In C. Rogers-Clark, A. McCarthy, & K. Martin-McDonald (Eds.), *Living with illness: Psychosocial challenges for nursing* (pp. 114-127). Sydney, Australia: Elsevier Australia.
- Ramsey, J. K., & McGrew, W. C. (2005). Object play in great apes: Studies in nature and captivity. In A. D. Pellegrini & P. K. Smith (Eds.), *The nature of play: Great apes and humans* (pp. 89-112). New York, NY: Guilford Press.
- Sherren, K. (2006). Pillars of society: The historical context for sustainability and higher education in Australia. In W. Filho & D. Carpenter (Eds.), *Sustainability in the Australasian university context* (pp. 11-32). Frankfurt, Germany: Peter Lang.

In-text citation example

- Sherren (2006) noted that the 1980s reforms to higher education "resulted in the instant flattening of the binary higher education system" (p. 25).
- The reforms of the 1980s led to the disappearance of the dual system of higher education in Australia, due to the plethora of institutions merging (Sherren, 2006).
- Dunderstadt (2009) makes the point that...
- .....(Baker & Lightfoot, 1993).
- McCarthy (2005) asserts ...

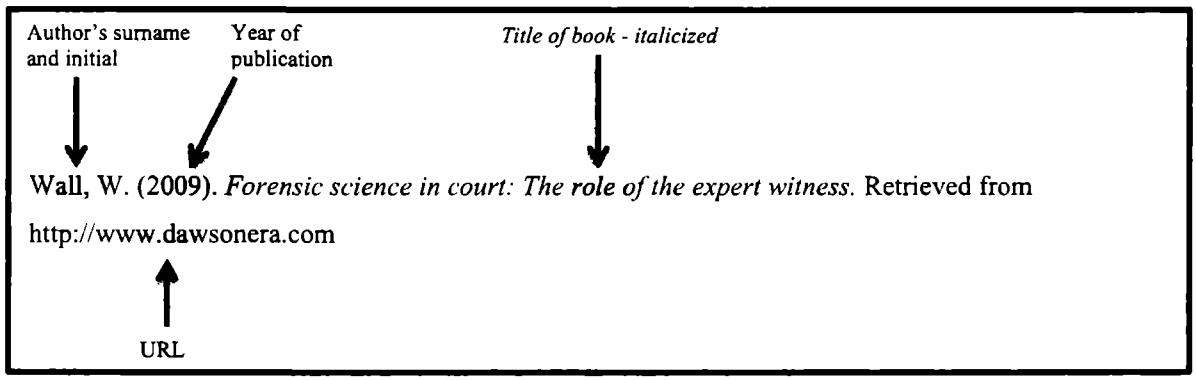
NOTE: Use the author (s) of the chapter, not the editors of the book.

Electronic book

Author, A. A., & Author, B. B. (year of publication). *Title of book - italicized* (edition.). Retrieved from URL

OR

Author, A. A., & Author, B. B. (year of publication). *Title of book - italicized* (edition.). doi:xxxx



Reference list example

- Bennett, P. (2006). *Abnormal and clinical psychology: An introductory textbook* (2nd ed.). Retrieved from http://www.eblib.com/
- Birnbaum, N. (2002). *After progress: American social reform and European socialism in the twentieth century*. doi: 10.1093/acprof:oso/ 9780195158595.001.0001
- Quinnan, T. (1997). *Adult students "at-risk": Culture bias in higher education* . Retrieved from http://www.netlibrary.com
- Smith, A. (2008). *The wealth of nations.* doi: 10.1036/007142363x.
- Wall, W. (2009). *Forensic science in court: The role of the expert witness.* Retrieved from http://www.dawsonera.com

In-text citation example

- Critical theory works on the premise that education builds students ability to interrogate and reason, and as such is "a catalyst for personal empowerment" (Quinnan, 1997, p. 14).

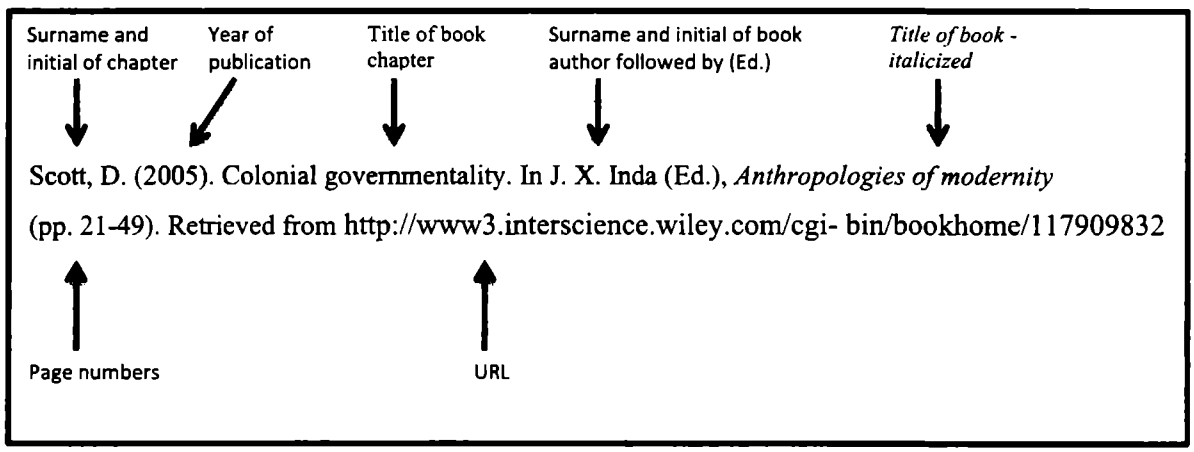
- Critical theory in education involves the student empowering themselves by uncovering all the opposing aspects of a social and/or cultural issue (Quinnan, 1997).
- It could be argued that the witness plays one of the most crucial roles in a court of law (Wall, 2009).
- ... (Birnbaum, 2002).

Chapter from an electronic book without DOI

Author(s) of chapter - Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In Editor(s) – initials and family name - of book (Eds), *Title of book – italicized* (pp. Page numbers). Retrieved from URL

NOTE:

- Use & for multiple authors. Write – Family name and initials of chapter.
- Write initials and family name of book.



Reference list example

- Branch, S., Ramsay, S., & Barker, M. (2008). The bullied boss: A conceptual exploration of upwards bullying. In A. Glendon, B. M. Thompson & B. Myors (Eds.), *Advances in organisational psychology* (pp. 93-112). Retrieved from http://www.informit.com.au/humanities.html

- Scott, D. (2005). Colonial governmentality. In J. X. Inda (Ed.), *Anthropologies of modernity* (pp. 21-49). Retrieved from http://www3.interscience.wiley.com/cgi- bin/bookhome/117909832

In-text citation example

- .....(Scott, 2005).
- .....(Branch, Ramsay & Barker, 2008).

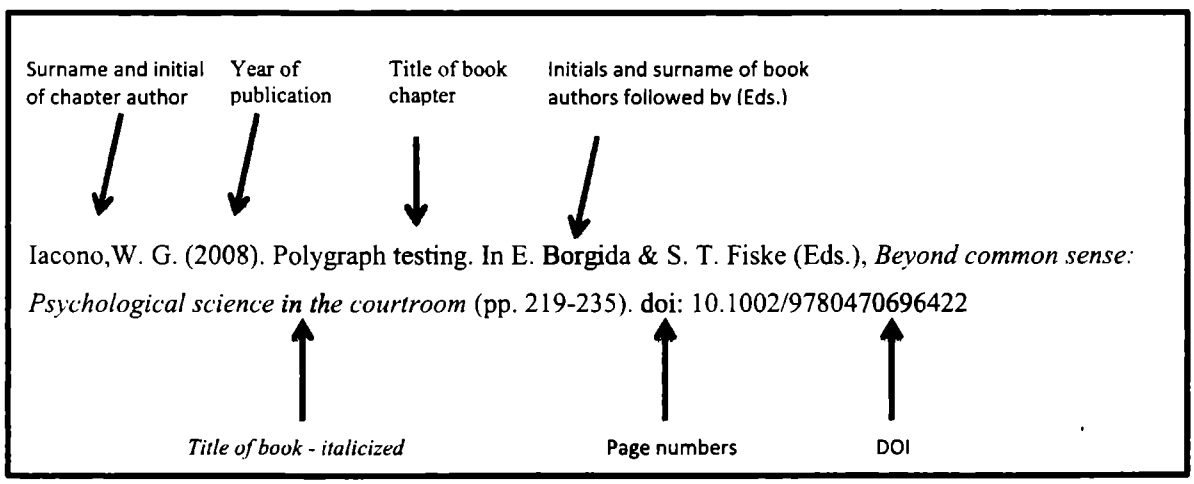
NOTE: For in-text citation, use the author(s) of the chapter, not the editor(s) of the book.

Chapter from an electronic book with DOI

Author(s) of chapter - Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In Editor (s) – initial (s) and family name - of book (Eds), *Title of book – italicized* (pp. Page numbers). DOI

NOTE:

- Use & for multiple authors.
- Write – Family name and initials of chapter author(s).
- Write initials and family name of book author(s).



Reference list example

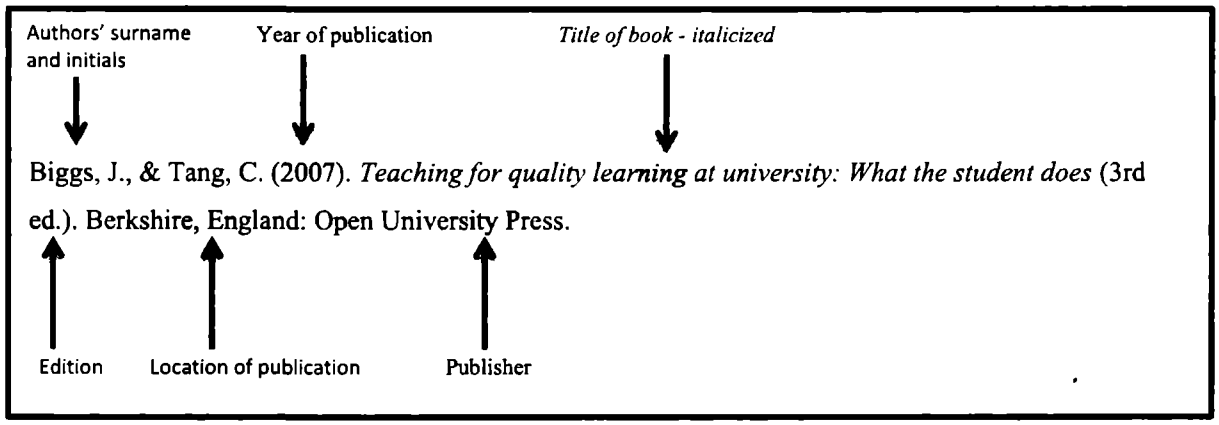
- Iacono,W. G. (2008). Polygraph testing. In E. Borgida & S. T. Fiske (Eds.), *Beyond common sense: Psychological science in the courtroom* (pp. 219-235). doi: 10.1002/9780470696422
- Jacobs, G. M., & Hall, S. (2002). Implementing cooperative learning. In J. C. Richards & W. A. Renandya (Eds.), *Methodology in language teaching: An anthology of current practice* (pp. 52-58). doi:10.1017/CBO9780511667190.009

In-text citation example

- ....(Iacono, 2008).
- According to Jacobs and Hall (2002) implementing cooperative learning is.....

Image in a print book

Author(s) surname and initial(s) - Author, A. A., & Author, B. B. (Year of publication). *Title of book - italicized* (edition). Location of publication: Publisher.



Reference list example

- Biggs, J., & Tang, C. (2007). *Teaching for quality learning at university: What the student does* (3rd ed.). Berkshire, England: Open University Press.
- McMurray, A., & Clendon, J. (2011). *Community health and wellness: Primary health cares in practice* (4th ed.). Chatswood, Australia: Elsevier Australia.

In-text citation example

- The figure "Student orientation, teaching method and level of engagement" indicates that students may require different levels of engagement to achieve learning outcomes (Biggs & Tang, p. 10, figure 1.1).
- Evidence suggests that teaching quality influences the level of engagement that a student has in a learning activity (Biggs & Tang, p. 10, figure 1.1).

Book (Secondary source)

Author(s) surname and initial(s)- Author, A. A., & Author, B. B. (Year of publication). *Title of book - italicized* (edition). Location of publication: Publisher.

Secondary sources are acceptable within academic writing as long as they are kept to a minimum. You should use secondary sources only if you are unable to find or retrieve the original source of information.

For example, imagine that you found a quotation from **Culver** that you wish to use in your text; however, you found this information in **Jones** and were unable to locate the original source by Culver. For this reference, Culver would be the primary source, and Jones would be the secondary source. You will name the primary source in your text, but the reference will credit the secondary source.

Reference list example

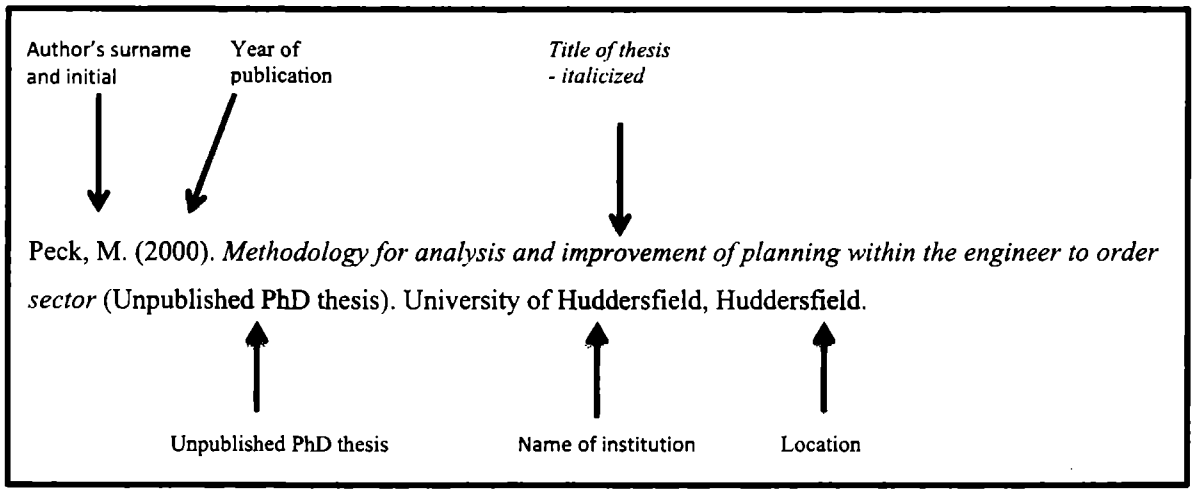
- Jones, J. (2009). *Scholarly writing tips*. Minneapolis, MN: Publishing House.
- Polit, D.F., & Beck, C.T. (2008). *Nursing research: generating and assessing evidence for nursing practice.* London: Lippincott, Williams and Wilkins.

In-text citation example

- Anderson and Gross (2004, cited in Polit and Beck, 2008, p.142) illustrate how...
- According to Culver (as cited in Jones, 2009), learning APA "can be tough, but like any skill, it just takes practice" (p. 23). In addition, the mastery of APA increases an author's chance of scoring well on an assignment (Culver, as cited in Jones, 2009).

Unpublished Thesis

Author, A. A. (Year of publication). *Title of thesis or dissertation- italicized* (Unpublished Doctoral dissertation or Master's thesis). Name of Institution, Location.



Reference list example

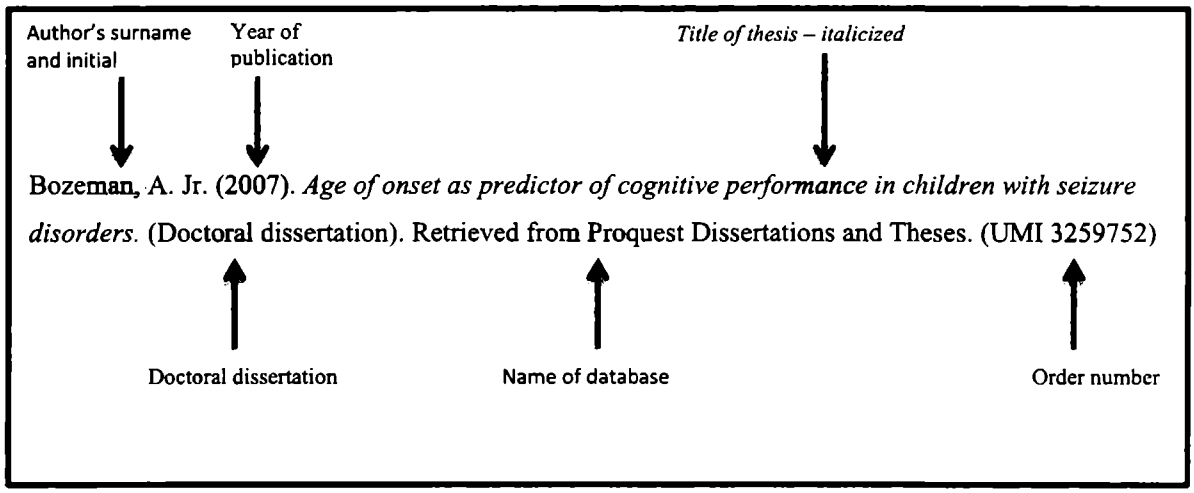
- Bond, C. (2000). *The development of students' experiences of learning in higher education* (Unpublished Doctoral thesis). Griffith University, Brisbane, Australia.
- Imber, A. (2003). *Applicant reactions to graduate recruitment and selection.* (Unpublished Doctoral dissertation). Monash University, Melbourne, Victoria, Australia.
- Peck, M. (2000). *Methodology for analysis and improvement of planning within the engineer to order sector* (Unpublished PhD thesis). University of Huddersfield, Huddersfield.

In-text citation example

- Peck (2000) summarizes this by saying...
- According to Bond (2000) experience is defined as.....

Published theses

Author, A. A. (Year of publication). *Title of thesis or dissertation- italicized* (Doctoral dissertation or Master's thesis). Retrieved from name of database. (Accession or Order no).



Reference list example

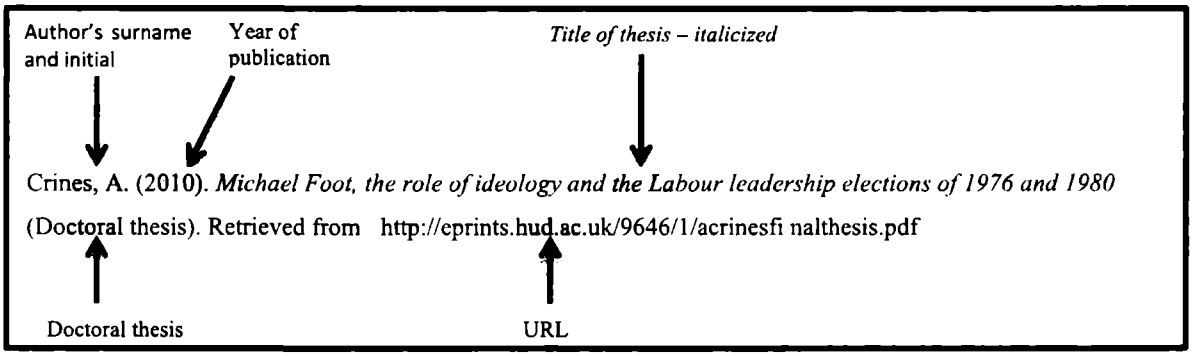
- Bozeman, A. Jr. (2007). *Age of onset as predictor of cognitive performance in children with seizure disorders.* (Doctoral dissertation). Retrieved from Proquest Dissertations and Theses. (UMI 3259752)
- McGahuey, C. A. (2009). *Psychology as a valid science: An attitudinal survey* (Doctoral dissertation). Retrieved from ProQuest Dissertations and Theses database. (UMI No. 305152264)

In-text citation example

- Bozeman (2007) explained that.....
- ...(McGahuey, 2009).

Thesis online

Author, A. A. (year of publication). *Title thesis or dissertation - italicized.* (Doctoral dissertation or Master's thesis). Location. Retrieved from URL



Reference list example

- Crines, A. (2010). *Michael Foot, the role of ideology and the Labour leadership elections of 1976 and 1980* (Doctoral thesis). Retrieved from http://eprints.hud.ac.uk/9646/1/acrinesfi nalthesis.pdf
- Bondd, C. (2000). *The development of students' experiences of learning in higher education* (Doctoral thesis). Griffith University, Brisbane, Australia. Retrieved from http://www4.gu.edu.au:8080/adt-root/public/adt-QGU20051214.111201/index.html
- Bruckman, A. (1997). *MOOSE Crossing: Construction, community, and learning in a networked virtual world for kids* (Doctoral dissertation). Massachusetts Institute of Technology. Retrieved from http://www-static.cc.gatech.edu/~asb/thesis

In-text citation example

- A student engaged in deep learning "focuses on what is intended or signified by the author of the text" (Bond, 2000, p. 78).
- An example of a deep approach to learning is when a student strives to understand what the author's intention is within the text (Bond, 2000).
- It has been argued (Crines, 2010)...

Scholarly articles – General notes

- Follow these examples closely for all layouts, punctuation, spacing and capitalizing.
- There is no need to include the retrieval date.
- Do not write "p" before the page number.
- Do not write "vol" before the volume number but italicize the number.
- Include the issue number if it is available. Do not include the issue number for journals with continuous pagination (ie. the pagination of each issue, excluding the first issue, follows the pagination of the previous issue)
- Do not italicize the issue number but put it in brackets.
- Leave no space between volume and issue number.
- For electronic articles that do not have issue or page numbers an article number may be included if there is one. The DOI remains the primary identifier.

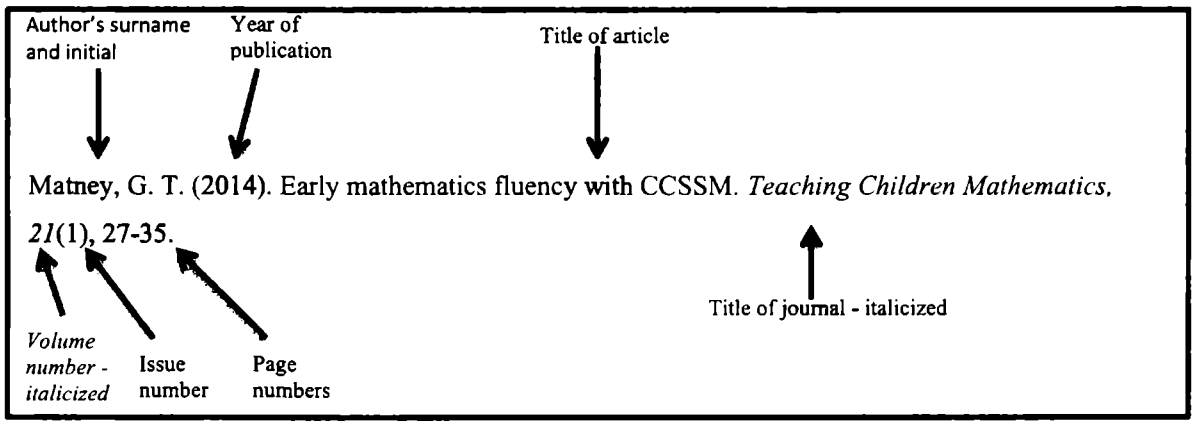
Print journals

Author(s) of journal article – family name and initial(s). (Year of publication). Title of journal article. *Journal name – italicised, Volume – italicized* (Issue number), Page number(s).

NOTE: Use (&) for multiple authors.

Print Journal-Single author

Author, A. A. (year of publication). Title of article. *Journal title - italicized, volume number - italicized* (issue number), page–page.



Reference list example

- Matney, G. T. (2014). Early mathematics fluency with CCSSM. *Teaching Children Mathematics, 21*(1), 27-35.
- Pettigrew, T. F.(2009). Secondary transfer effect of contact: Do intergroup contact effects spread to non contacted out-groups? *Social Psychology, 40* (2), 55-65.

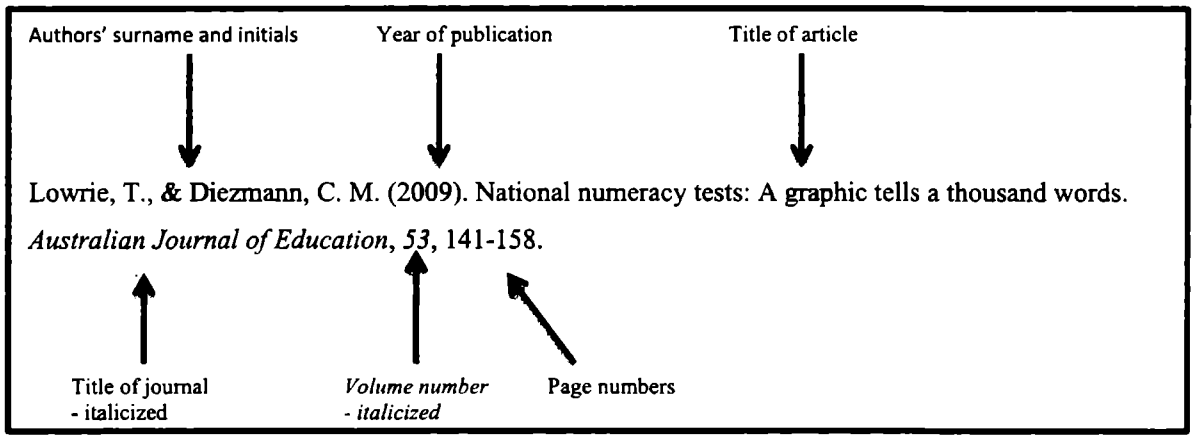
In-text citation example

- .....(Matney,2014).
- .....(Pettigrew, 2009).

Print Journal-Two to seven authors

Author, A. A., & Author, B. B. (year of publication). Title of article. *Journal title - italicized, volume number - italicized* (issue number), page–page.

NOTE: When an article has more than 7 authors, type the first 6 authors' names followed by an ellipsis (...) then the last author's name.



Reference list example

- Hadgkiss, E. J., & Renzaho, A.M. (2014). The physical health status, service utilisation and barriers to accessing care for asylum seekers residing in the community: A systematic review of the literature. *Australian Health Review, 38,* 142-159.
- Leonard, V., & LeBrasseur, R. (2008). Individual assignments and academic dishonesty: Exploring the conundrum. *The Australian Educational Researcher, 35*(1), 37-56.
- Lowrie, T., & Diezmann, C. M. (2009). National numeracy tests: A graphic tells a thousand words. *Australian Journal of Education, 53,* 141-158.
- Wolchik, S. A., West, S. G., Sandler, I. N., Tein, J., Coatsworth, D., Lengua, L., ...Griffin, W. A. (2000). An experimental evaluation of theory-based mother and mother-child programs for children of divorce. *Journal of Consulting and Clinical Psychology, 68,* 843–856.

NOTE: Volume number is italicized.

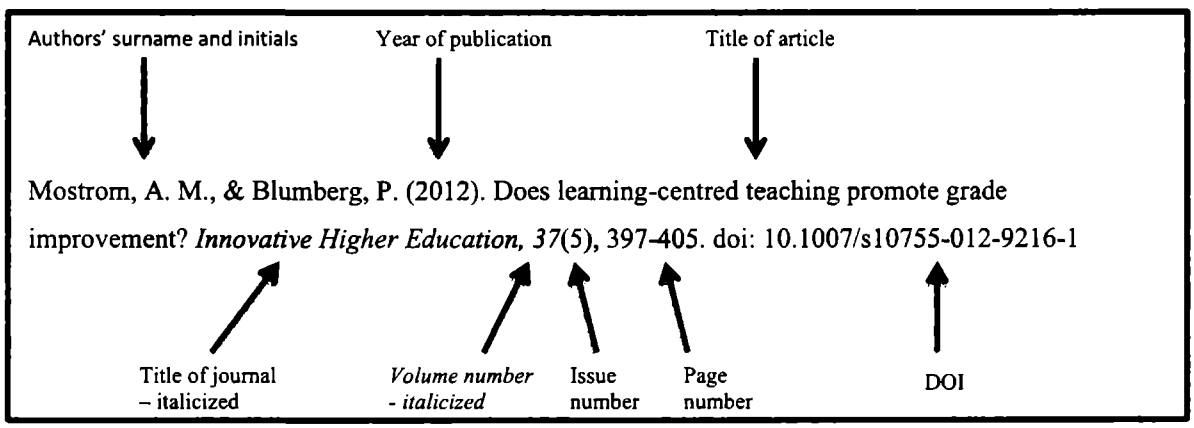
In-text citation example

- Assignments that are done individually give the student "the opportunity to complete the assignment according to his or her preferred approach" (Leonard & LeBrasseur, 2008, p. 39).
- A lecturer sets an individual assignment in order to evaluate what the student has learned and provide feedback (Leonard & LeBrasseur, 2008).
- .....(Lowrie & Diezmann, 2009).

Electronic journals

Full text from an electronic database (with DOI)

Author, A. A., & Author, B. B. (year of publication). Title of article. *Journal Title-italicized,* volume number - italicized (issue number), page–page. DOI



Reference list example

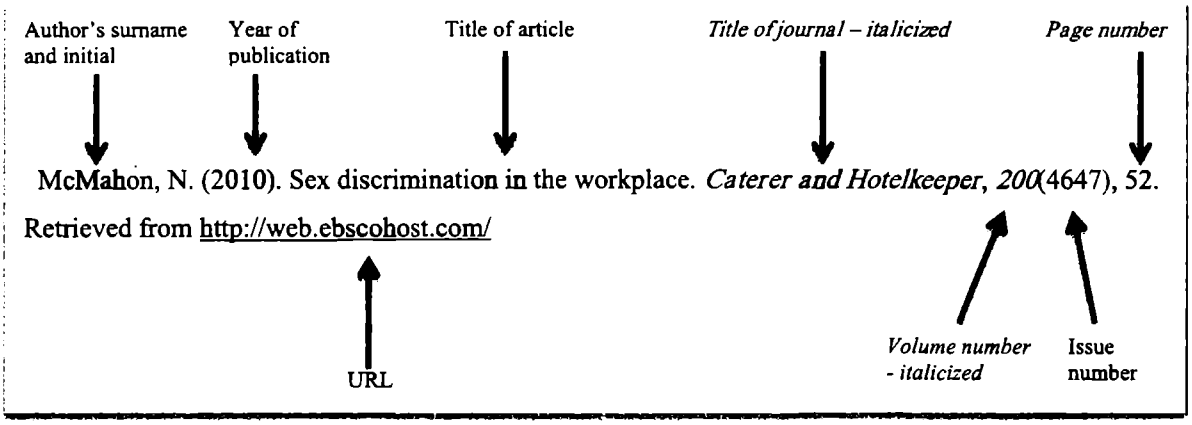
- Buckridge, M., & Guest, R. (2007). A conversation about pedagogical responses to increased diversity in university classrooms. *Higher Education Research & Development,26*(2), 133-146. doi:10.1080/07294360701310771
- Mostrom, A. M., & Blumberg, P. (2012). Does learning-centred teaching promote grade improvement? *Innovative Higher Education, 37*(5), 397-405. doi: 10.1007/s10755-012-9216-1

In-text citation example

- A student engaged at a higher level of learning is aware that "learning involves meaning and making connections..." (Buckridge & Guest, 2007, p. 136).
- When a student internalizes information in order to make connections with their prior learning this points to a qualitatively higher level of engagement (Buckridge & Guest, 2007).
- Mostrom and Blumberg (2012) claim that...

Full text from an electronic database (with out DOI)

Author, A. A., & Author, B. B. (year of publication). Title of article. *Journal Title - italicized*, volu*me number - italicized* (issue number), page–page. Retrieved from URL.



Reference list example

- Herington, C., & Weaven, S. (2008). Action research and reflection on student approaches to learning in large first year university classes. *Australian Educational Researcher, 35*(3), 111-134. Retrieved from http://www.aare.edu.au/aer/about.htm
- McMahon, N. (2010). Sex discrimination in the workplace. *Caterer and Hotelkeeper, 200*(4647), 52. Retrieved from http://web.ebscohost.com/

- Trankle, S. A., & Haw, J. (2009). Predicting Australian health behaviour from health beliefs. *Electronic Journal of Applied Psychology, 5*(2), 9–17. Retrieved from http://ojs.lib.swin.edu.au/index.php/ejap/

In-text citation example

- The tutor commented that the action research was all about mentoring students "to view deep learning as an optimal approach to learning" (Herington & Weaven, 2008, p. 123).
- The tutor saw that students where being mentored to view deep learning as the most effective way to learn (Herington & Weaven, 2008).
- McMahon (2010) states that sex discrimination is still rife in the workplace.

Journal article (Secondary source)

Author, A. A., & Author, B. B. (year of publication). Title of article. *Journal Title - italicized*, volu*me number - italicized* (issue number), page–page.

You will name the primary source in your text, but the reference will credit the secondary source.

Sometimes an author writes about research that someone else has done, but you are unable to track down the original research report. In this case, because you did not read the original report, you will include only the source you did consult in your References.

The words "as cited in" in the parenthetical reference indicate you have not read the original research.

Example

In-Text Citation (Paraphrase):

Fong's 1987 study (as cited in Bertram, 1996) found that .....

Fong's 1987 study (as cited in Bertram, 1996, p. 6) found that ...

References:

Do not include Fong (1987) in your References; do include Bertram (1996).

Reference example

- Fyrenius, A., Wirrell, S., & Silen, C. (2007). Student approaches to achieving understanding-approaches to learning revisited. *Studies in Higher Education, 32*(2), 149-165.

In-text citation example

- Marton (as cited in Fyrenius, Wirrel, & Silen, 2007) points to "understanding through commonalities and understanding through differences" (p. 151) as two variations in achieving understanding.
- Research on Chinese learners has identified two different ways the students form in their mind the notion of understanding - comprehending similarities and and differences (Marton as cited in Fyrenius, Wirrel, & Silen, 2007).

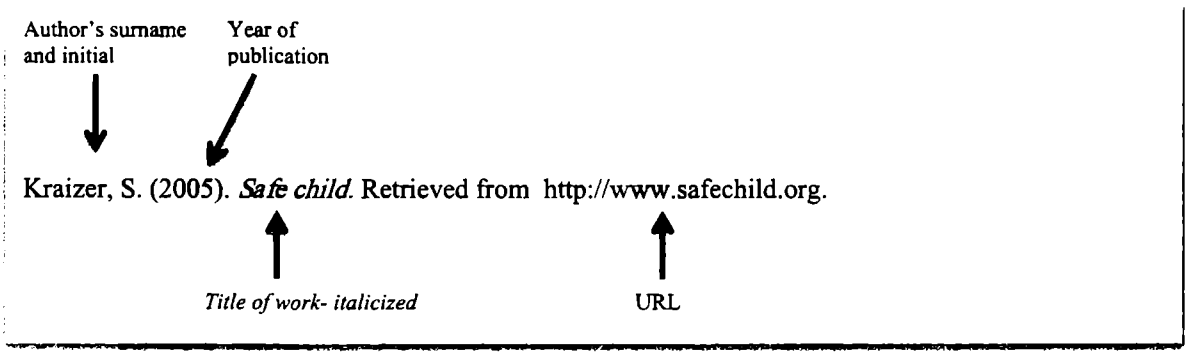
Website

General notes:

- Use the year of publication, or if the source undergoes regular revision use the most recent update.
- Use n.d. (no date) where no publication date is available.
- Where no author is available, transfer the organization behind the website, or the title, to the author space

Website with Author(s)

Author, A. A. & Author, B. B. (Year of publication). *Title of work- italicized.* Retrieved from URL



Reference list example

- Atherton, J.S. (2005). *Learning and teaching: Cognitive theories of learning.* Retrieved from http://www.learningandteaching.info/learning/cognitive.htm
- Gelspan, R. (2007). *The heat is online. Lake Oswego, or: Green house network.* Retrieved from the heat is online website: http://www.heatisonline.org
- Kraizer, S. (2005). *Safe child.* Retrieved from http://www.safechild.org.
- Singh, L. (2011). *The critcal decade: Climate change and health.* Retrieved from http://climatecommission.gov.au/report/the-critical-decade-climate-change-and- health/

In-text citation example

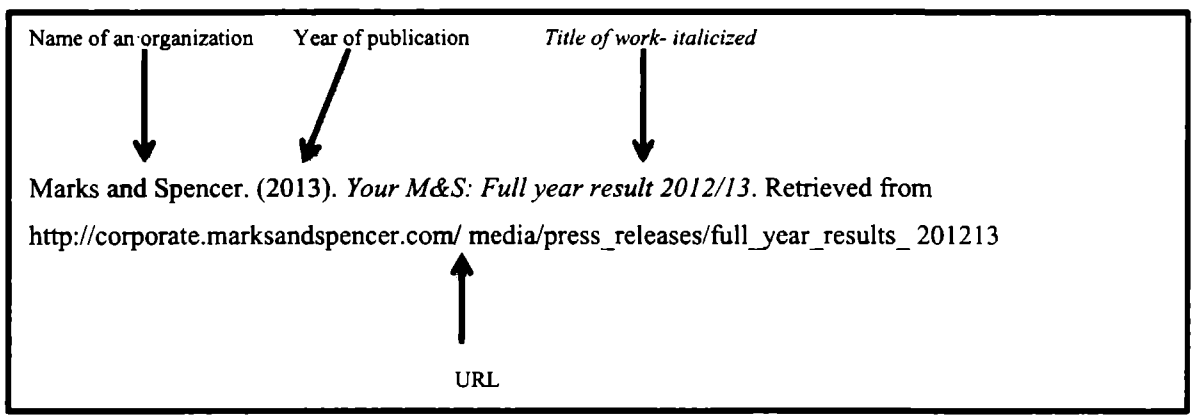
- ... (Singh, 2011).
- Atherton (2005) makes the point that...
- Kraizer (2005) states that...
- ... (Gelspan, 2007).

Website with an organization as Author(s)

Name of organization in full. (Year of publication). *Title of work - italicized.* Retrieved from URL

OR

Title of page or document. (Year of publication). Retrieved from URL



Reference list example

- A pedagogy of listening. (2011) Retrieved from http://reggioaustralia.org.au/component/content/article/59
- Australian Psychological Society. (2010). *Bushfire resources: Psychological preparedness and recovery*. Retrieved from http://www.psychology.org.au/bushfires/
- Marks and Spencer. (2013). *Your M&S: Full year result 2012/13*. Retrieved from http://corporate.marksandspencer.com/ media/press_releases/full_year_results_ 201213

In-text citation example

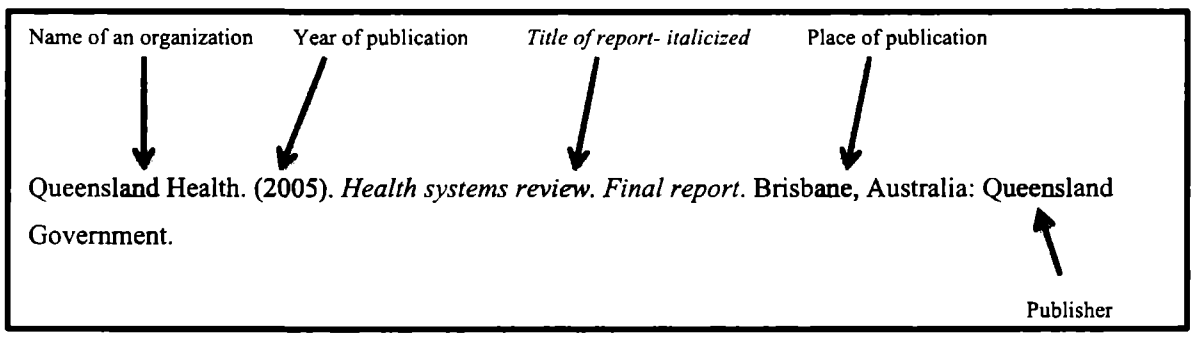
- Marks and Spencer (2013) made an underlying profit of £665.2m without tax during 2012-13.
- Australian Psychological Society (2010) mentioned...
- ...(A pedagogy of listening, 2011).

Government report - print

Author(s) of report – person or organization, (year of publication). *Title of report- italicized* (Number of report). Place of publication: Publisher.

NOTE: The word 'Author' is used as the publisher when the author and publisher are the same.

Reference list example



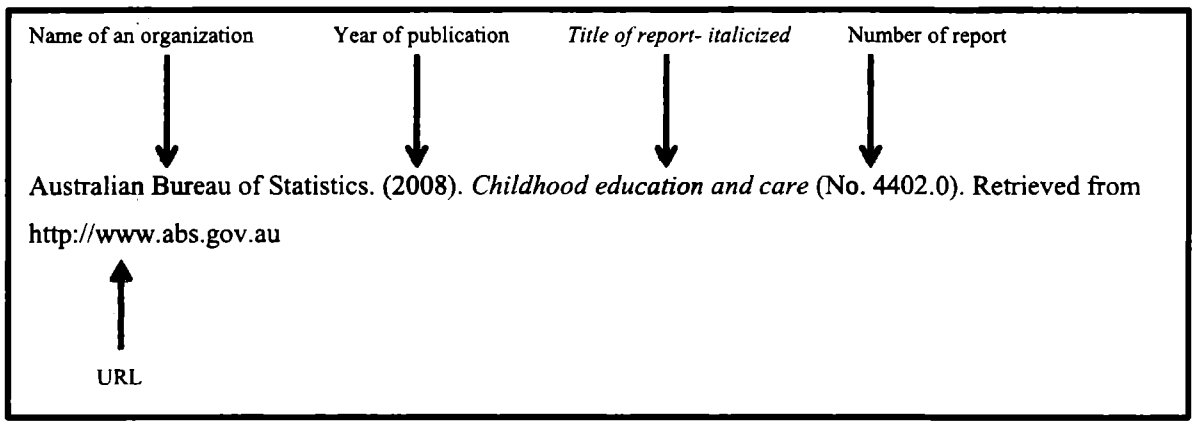
- Department for Children, Schools and Families. (2009). *The protection of children in England: action plan: the Government's response to Lord Laming*. London: The Stationery Office.
- Australian Bureau of Statistics. (2008). Childhood education and care (No. 4402.0). Canberra, ACT: Author.
- Australian Institute of Health and Welfare. (2011). *Cervical screening in Australia, 2008V2009* (Cat. No. CAN 57). Canberra, Australia: Author.
- Queensland Health. (2005). *Health systems review. Final report*. Brisbane, Australia: Queensland Government.

In-text citation example

- According to the Government's action plan (Department for Children, Schools and Families, 2009)...
- ...(Queensland Health, 2005).
- ... (Australian Institute of Health and Welfare [AIHW], 2011).

Government report online

Author(s) of report – person or organization. (year of publication). *Title of report- italicized* (Number of report). Retrieved from URL



Reference list example

- Australian Bureau of Statistics. (2007). *Tobacco smoking - Aboriginal and Torres Strait Islander people: A snapshot, 2004-05*(No. 4722.0.55.004). Retrieved from http://www.abs.gov.au/ausstats/abs@.NSF/papersbycatalogue/D030A9BD9BF14B08CA25730E0021BCE1 OpenDocument
- Australian Institute of Health and Welfare. (2010). *Child protection Australia 2008-09* (Report No. CWS 35). Retrieved from http://www.aihw.gov.au/publications/cws/35/10859 .pdf
- Department for Education. (2011). *The Munro review of child protection: Final report.* Retrieved from https://www.education.gov.uk.

- Department of Health and Ageing. (2012). Aboriginal and Torres Strait Islander health performance framework 2012 report. Retrieved from http://www.health.gov.au/internet/publications/publishing.nsf/Content/oatsih- hpf-2012-toc

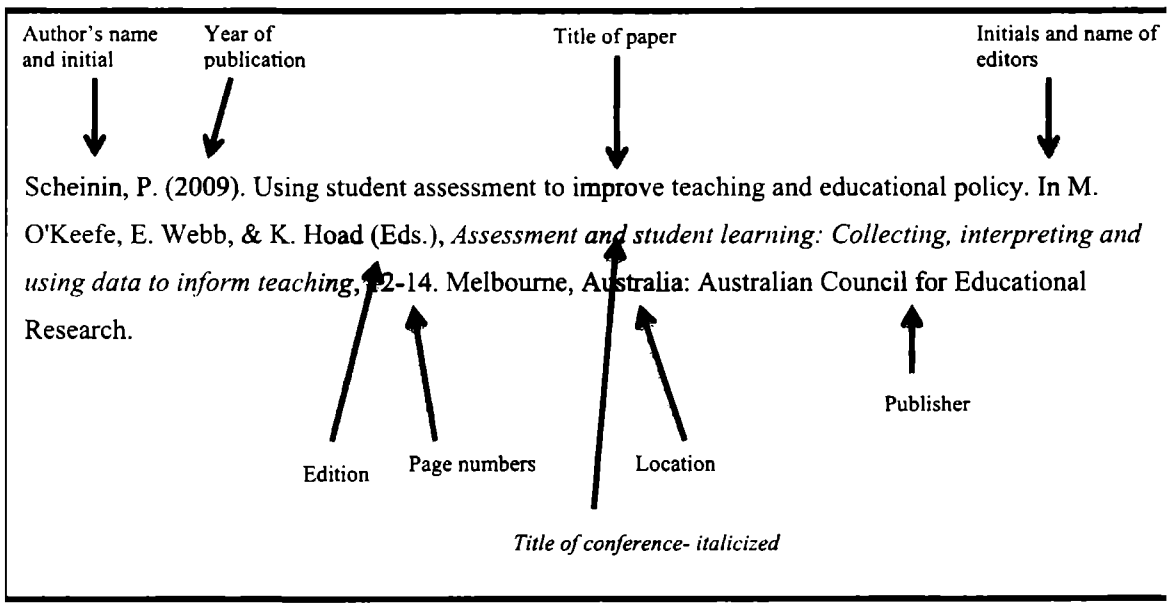
In-text citation example

- There is a requirement to "Give local areas the responsibility to draw on research and theoretical models to inform local practice." (Department of Education, 2011, p.10)
- **First citation:** .....(Australian Bureau of Statistics [ABS], 2007).
- **Subsequent citations:** .....(ABS, 2007).
- ...(Australian Institute of Health and Welfare [AIHW], 2010)

Conference papers

Print published conference paper

Contributor, A. B., & Contributor, C. (Year). Title of paper. In Editor, D & Editor, E (Eds.), *Title of conference- italicized,* (pages). Location: Publisher.



Reference list example

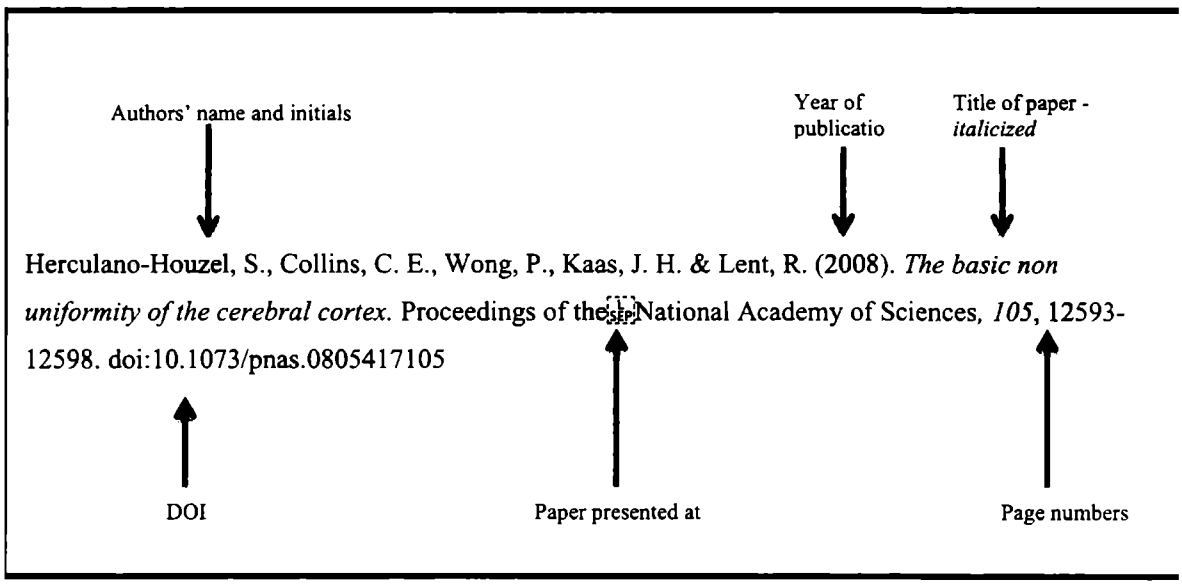
- Cavanagh, R., & Sparrow, L. (2011). Mathematics anxiety: Scaffolding a new construct model. In J. Clark, B. Kissane, J. Mousely, T. Spencer, & S. Thornton (Eds.), *Proceedings of the AAMT & MERGA Conference, Alice Springs 3-7July 2011* (Vol.1, pp. 166-173). Adelaide, Australia: AAMT & MERGA.
- Scheinin, P. (2009). Using student assessment to improve teaching and educational policy. In M. O'Keefe, E. Webb, & K. Hoad (Eds.), *Assessment and student learning: Collecting, interpreting and using data to inform teaching*, 12-14. Melbourne, Australia: Australian Council for Educational Research.

In-text citation example

- Cavanagh and Sparrow (2011) describe their new model as...
- ...(Scheinin, 2009).

Online published conference paper

Contributor, A. B., & Contributor, C. (Year or Month). *Title of paper- italicized.* Paper presented at title of conference, location of conference. DOI or URL



Reference list example

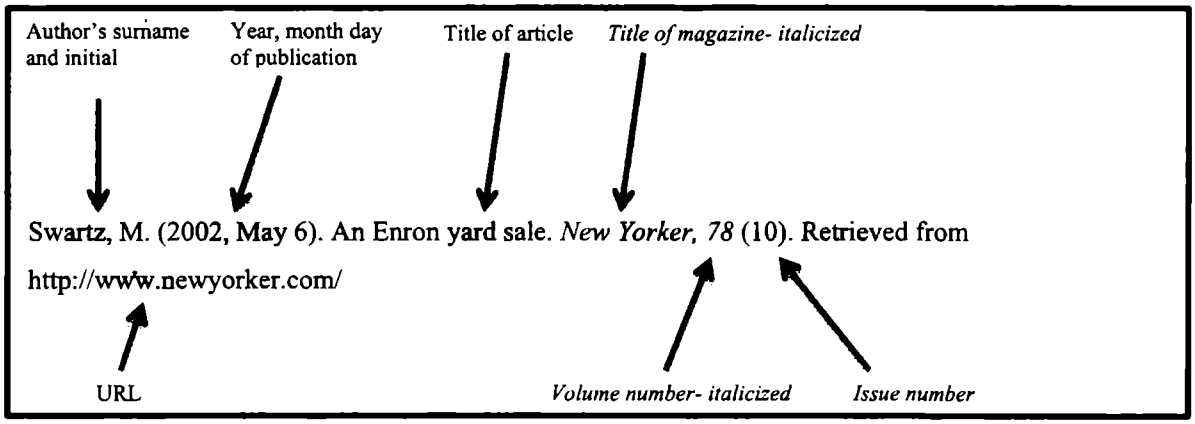
- Bayne, S. & Ross, J. (2007). *The 'digital native' and 'digital immigrant': A dangerous opposition.* In Annual Conference of the Society for Research into Higher Education (SRHE), Brighton, Sussex. *Retrieved from* http://www.malts.ed.ac.uk/staff/sian/natives_final.pdf
- Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H. & Lent, R. (2008). *The basic non-uniformity of the cerebral cortex.* Proceedings of the National Academy of Sciences, *105*, 12593-12598. doi:10.1073/pnas.0805417105
- Larkin, S. (2011,June). *Hole in the pocket: Towards a racially inclusive academy.* Paper presented at the 14th Pacific Rim First Year in Higher Education Conference, Fremantle, Australia. Retrieved from http://www.fyhe.com.au/past_papers/papers11/FYHEX2011/content/pdf/keynote_workshop/Hole%20in%20the%20pocket.pdf
- MacIntyre, S (2008). *Participation in the classroom, productivity in the workforce: Unfulfilled expectations.* Paper presented at the 13th Australian Council for Educational Research Conference, Brisbane QLD. Retrieved from research.acer.edu.au/research_conference_2008/8/

In-text citation example

- ...(Larkin, 2011).
- ...(Herculano-Houzel, Wong, Kaas, & Lent, 2008).
- The digital immigrant (Bayne & Ross, 2007) is identified by...

Magazine Article : From a full-text database

Author, A. A., & Author, B. B. (year, month day of publication). Title of article. *Magazine title - italicized*, volu*me number - italicized* (issue number). Retrieved from URL.



Reference list example

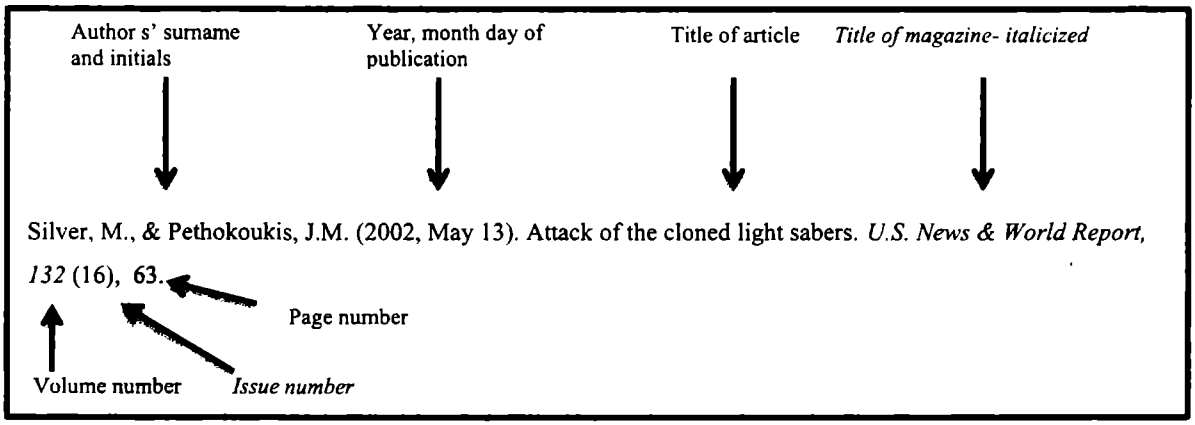
- Cohen, R. (2010, August). Angelina the conqueror. *Vanity Fair, 42* (8). Retrieved from http://www.vanityfair.com/hollywood/features/2010/08/angelina-jolie-201008
- McGinn, D., & Springen, K. (2007, July 30). Express-lane medicine. *Newsweek.* Retrieved from http://newsweek.com/nw-srv/printed/us/so/a54599-2000jan23.htm
- Morais, R. C. (1999, October 18). An artisan discovers cash flow. *Forbes, 164*(10), 150-152. Retrieved from General OneFile database.
- Swartz, M. (2002, May 6). An Enron yard sale. *New Yorker, 78* (10). Retrieved from http://www.newyorker.com/

In-text citation example

- In-text citation for a direct quote: (Cohen, 2010, p. 4)
- In-text citation for a paraphrase: (Cohen, 2010)

Magazine Article : Print

Author, A. A., & Author, B. B. (year, month day of publication). Title of article. *Magazine title - italicized*, volu*me number - italicized* (issue number), Page-Page



Reference list example

- Burnsed, B., Gloeckler, G., Grover, R., Lawyue, M., Lowry, T., & Polek, D. (2008, October 13). The power 100. Business Week, (4103), 52-57.
- Ferguson, S. (1990, September). America's frustration with the homeless. *Utne Reader, 41,* 50-55.
- Henry, W. A., III. (1990, April 9). Beyond the melting pot. *Time, 135,* 28-31.
- Kluger, J. (2008, January 28). Why we love. *Time, 171*(4), 54- 60.
- Morell, V. (2006, March). Wolves of Ethiopia. *National Geographic, 209*, 124-135.
- Scruton, R. (1996). The eclipse of listening. *The New Criterion*, *15*(3), 5-13.
- Silver, M., & Pethokoukis, J.M. (2002, May 13). Attack of the cloned light sabers. *U.S. News & World Report, 132* (16), 63.

In-text citation example

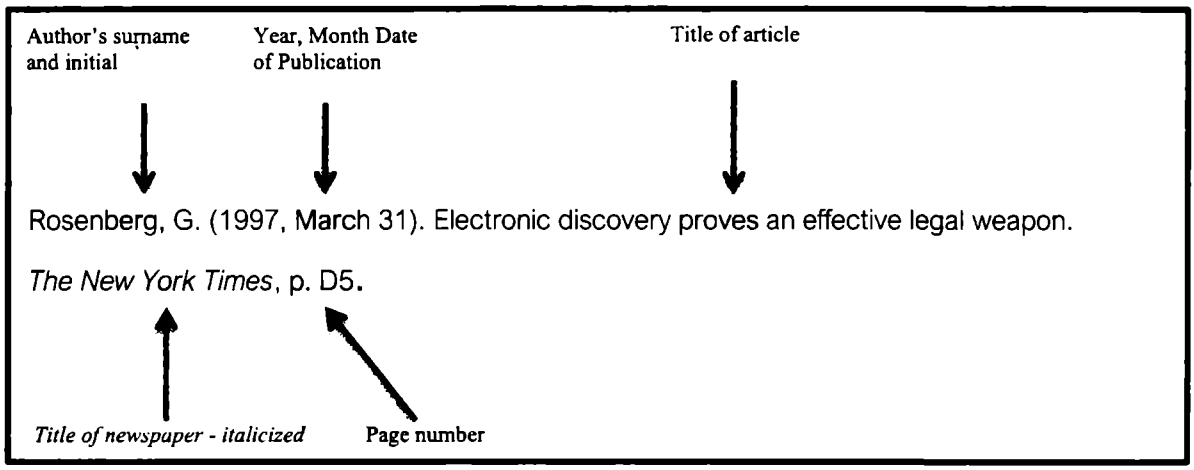
- (Silver & Pethokoukis, 2002)
- (Burnsed et al, 2008)
- (Morell, 2006)

Newspaper Article : Print

Author, A. A., & Author, B. B. (Year, Month Date of Publication). Title of article. ***Newspaper title - italicized*****, Page number.**

NOTES: When creating you newspaper citation, keep in mind:

- Precede page numbers for newspaper articles with p. (for a single page) or pp. (for multiple pages).
- If an article appears on discontinuous pages, give all page numbers, and separate the numbers with a comma (e.g., pp. B1, B3, B5-B7).



Reference list example

- Bowman, L. (1990, March 7). Bills target Lake Erie mussels. *The Pittsburgh Press*, p. A4.
- Meier, B. (2013, January 1). Energy Drinks Promise Edge, but Experts Say Proof Is Scant. *New York Times*, p. 1.
- Rosenberg, G. (1997, March 31). Electronic discovery proves an effective legal weapon.*The New York Times*, p. D5.
- Wallace, K. (2007, December 4). Passport applicant finds massive privacy breach. *The Globe and Mail*, pp. A1- A8.

In-text citation example

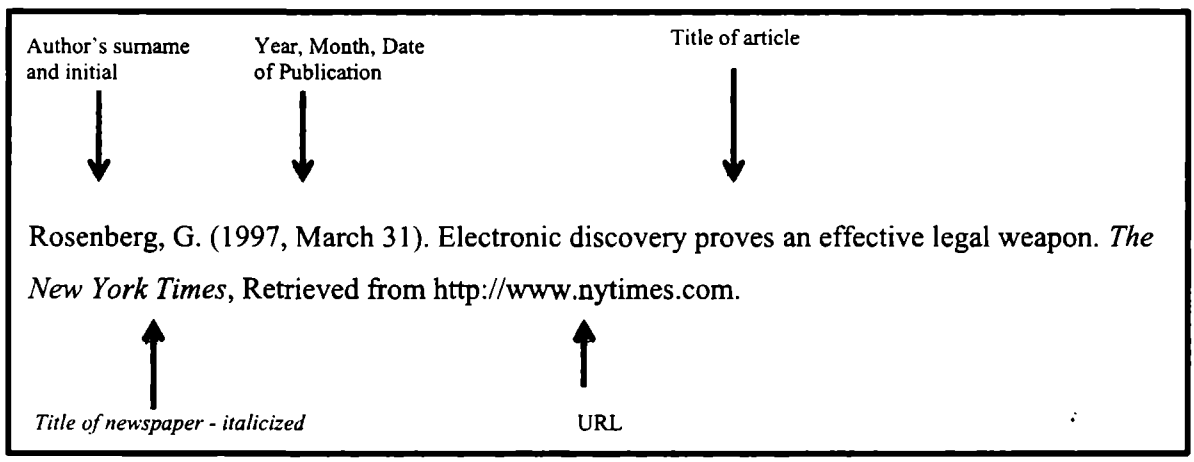
- (Wallace, 2007) paraphrase
- (Wallace, 2007, p. A8) Quotation

Newspaper Article : online

Author, A. A., & Author, B. B. (Year, Month Date of Publication). Title of article. *Newspaper title - italicized*, Retrieved from newspaper homepage URL.

NOTES: When citing a newspaper in APA, keep in mind:

APA does NOT require you to include the date of access for electronic sources. If you discovered a newspaper article via an online database, that information is NOT required for the citation either.



Reference list example

- Bowman, L. (1990, March 7). Bills target Lake Erie mussels. *The Pittsburgh Press*, Retrieved from http://www.pittsburghpress.com
- Kelley, T. (2000, March 23). Twinkie strike afflicts fans with snack famine. *The New York Times. Retrieved from http://www.nytimes.com*
- Orsman, B., & Vaughan, G. (2005, June 21). Rat blamed for latest Telecom blackout. *The New Zealand Herald.* Retrieved from http://www.nzherald.co.nz.

- Reddy, S., & Sproule, K. (2013, June 3). Kraft changed its biscuits for China. *Financial Times*. Retrieved from www.ft.com
- Rosenberg, G. (1997, March 31). Electronic discovery proves an effective legal weapon. *The New York Times*, Retrieved from http://www.nytimes.com

In-text citation example

- (Orsman & Vaughan, 2005) paraphrase
- (Kelley,2000, p. A2) Quotation
- Once Oreo changed the processes related to biscuit production and marketing, sales in China increased by a factor of 20 in seven years (Reddy & Sproule, 2013).

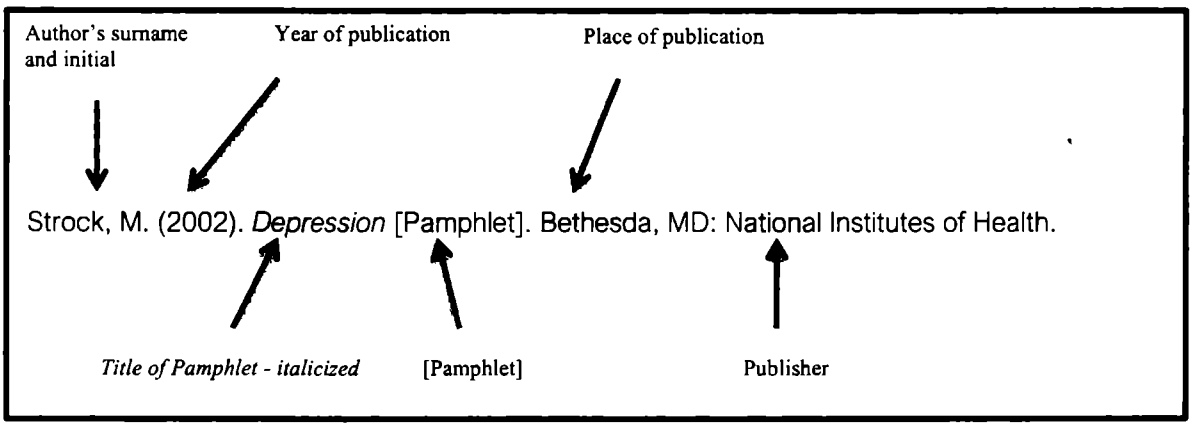
Pamphlet/ Brochure

General notes

- Brochures or pamphlets are most often created by an organization. The full name of the organization begins the brochure or pamphlet reference followed by a period before the year.
- When there is missing information, use the following abbreviations: *N.P.* for "no place of publication," *n.p.* for "no publisher," and *n.d.* for "no date." Note that these abbreviations are NOT italicized in the reference list entry.
- You must include the [Brochure] or [pamphlet] in the reference.
- When the author of the brochure or pamphlet is also the publisher of the brochure which is most often the case (especially if a publisher is not clearly identified on the brochure or pamphlet), then write the word "Author" in the place of the publisher.

Print pamphlet/ brochure

Author, A. A., & Author, B. B. or Name of the organization. (year). *Title of the pamphlet or Brochure- italicized* [Pamphlet] or [Brochure]. Place of publication: Publisher.



Reference list example

- Alzheimer's Association. (2008). *Behavioral and psychiatric symptoms of Alzheimer's disease* [Pamphlet]. [Chicago, IL]: Author.
- Canadian Opthalmological Association. (2007). *Diabetes and the eye* [Pamphlet]. Ottawa, ON: Author.
- National Health Service (2004). *More choice and control over your healthcare: Making IT better* [Brochure]. London: NHS National Programme for Information Technology.
- Ontario. Ministry of the Environment. (2007). *Conserving water in Ontario* [Pamphlet]. Toronto, ON: Author
- Strock, M. (2002). *Depression* [Pamphlet]. Bethesda, MD: National Institutes of Health.

In-text citation example

- Proliferative retinopathy affects about 1 in 20 people with diabetes (Canadian Opthalmological Association, 2007).

- Behavioral and psychiatric symptoms of Alzheimer's disease are caused by the progressive deterioration of brain cells (Alzheimer's Association, 2008).

Interview

Note: An interview is not considered recoverable data, so no reference to this is provided in the reference list. You may, however, cite the interview within the text as a personal communication.

Reference list example

Note included

In-text citation example

(Interviewee First Initial. Second Initial. Surname, personal communication, Month Day, Year)

- (J. Smith, personal communication, August 15, 2009)
- J. Smith (personal communication, August 15, 2009)
- M. Hughes (personal communication, February 10, 2005) suggests that
- Too many hot dogs are not good for your gut (M. Hughes, personal communication, Febrauary 10, 2005)

Chapter - Three

Vancouver -Style Referencing Guidelines

The Vancouver style originated in Vancouver, Canada, where members of the International Committee of Medical Journal Editors (ICMJE) agreed a system for presenting publications and citations. The US National Library of Medicine (NLM) produce the citation manual the ICMJE direct authors to, but the general rules of 'Vancouver style' have been adapted by individual institutions and publishers to meet their needs. Vancouver is a numeric system for citing sources in the text by giving a superscript number (1) to each source referred to. The full details of the source are provided in a reference list at the end, ordered numerically according to first appearance in the text (The university of york, 2012).

In-Text Citations

The Vancouver Citation style uses the corresponding numbers from the Reference List at the end of the paper to document in-text citations. Multiple references can occur in one sentence, if necessary.

Citing one work

Example: Recent research[1] indicates that the number of duplicate papers being published is increasing.

Citing more than one piece of work at the same time

If you want to cite several pieces of work in the same sentence, you will need to include the citation number for each piece of work. A hyphen should be used to link numbers, which are inclusive, and a comma used where numbers are not consecutive.

Example: Several studies [6-9,13,15] have examined the effect of congestion charging in urban areas.

Citing the author's name in your text

You can use the author's name in your text, but you must insert the citation number as well.

Example: As emphasized by Watkins [2 p.1] careers of diabetes sufferers "require perseverance and an understanding of humanity".

Citing more than one author's name in your text

If a work has more than one author and you want to cite author names in your text, use 'et al' after the first author.

Example: Simons et al [3 p.4] state that the principle of effective stress is "imperfectly known and understood by many practicing engineers".

Capitalization should be only used for the first word in the title, proper nouns, and acronyms.

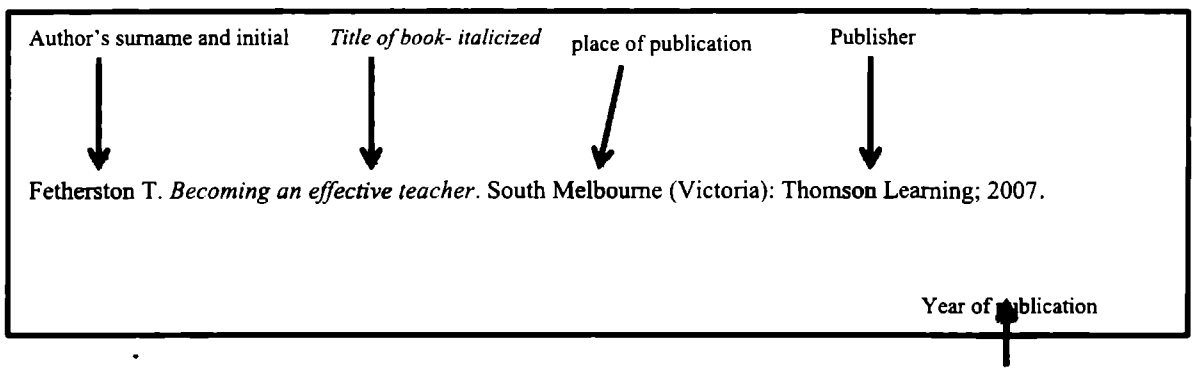
Book-Print

- **Author(s)/Editor(s) surname Initial (s). (if an editor/editors always put (ed./eds.) after the name).**
- **Title of book (this should be in italics).**
- **Edition (if not the first edition).**
- **Place of publication (if there is more than one place listed, use the first named):**
- **Publisher; Year of publication.**

Book-print: Single author

Author(s) / Editor(s) surname Initial(s). *Title Italicized.* Edition (if not the first edition). Place of publication: Publisher; Year of publication.

NOTE: If an editor/editors always put (editor/editors) after the name).



Reference list example

1. Bull M. *Sound moves: iPod culture and urban experience*. London: Routledge; 2007.
2. Gardner P, editor. *The critical heritage. London*: Routledge and Kegan Paul; 1973.
3. Herwaldt LA, editor. *Patient listening: A doctor's guide*. Iowa City: University of Iowa Press; 2008.
4. Croft PP, Blyth F, Windt D, editors. *Chronic pain epidemiology: from aetiology to public health*. Oxford: Oxford University Press; 2010.

5. Biggs J. *Teaching for quality learning at university: what the student does*. 2nd ed. Buckingham: Society for Research in Higher Education & Open University Press; 2003.
6. Comfort A. *A good age*. London: Mitchell Beazley; 1997.

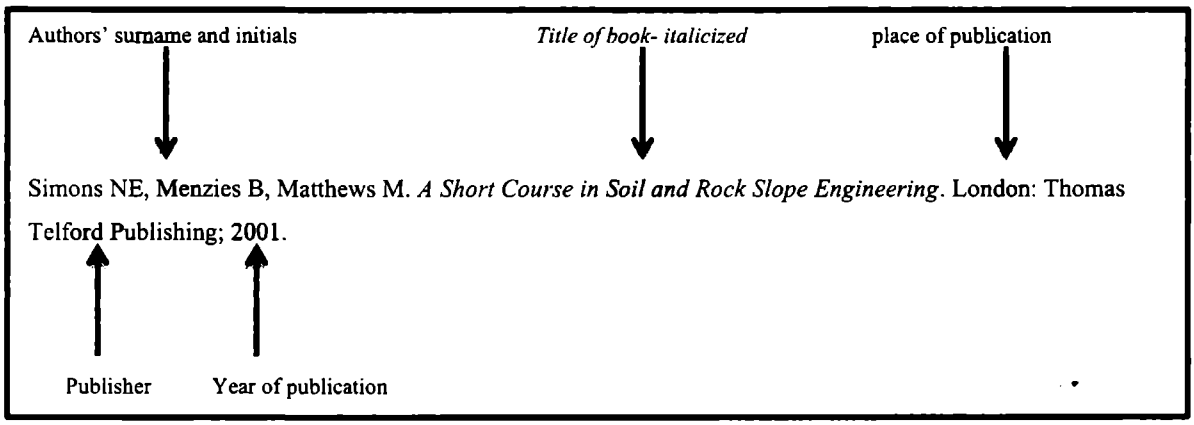
In-text citation example

- Recent research [1] indicates that....
- Gardner [2 P.12] states that....
- The theory was first propounded in 1993 by Comfort [6 p.2] that ...

Book-print: Two to six authors

Author(s) / Editor(s) surname Initial(s). *Title of book italicized.* Edition (if not the first edition). Place of publication: Publisher; Year of publication.

NOTE: If an editor/editors always put (editor/editors) after the name).



Reference list example

1. Bohm A, Chaudri DP. *Securing Australia's future: An analysis of the international education markets in India*. Sydney: IDP Education Australia; 2000.
2. Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. *Medical microbiology*. 4th ed. St. Louis: Mosby; 2002.

3. Madden R, Hogan T. *The definition of disability in Australia: Moving towards national consistency*. Canberra: Australian Institute of Health and Welfare; 1997.

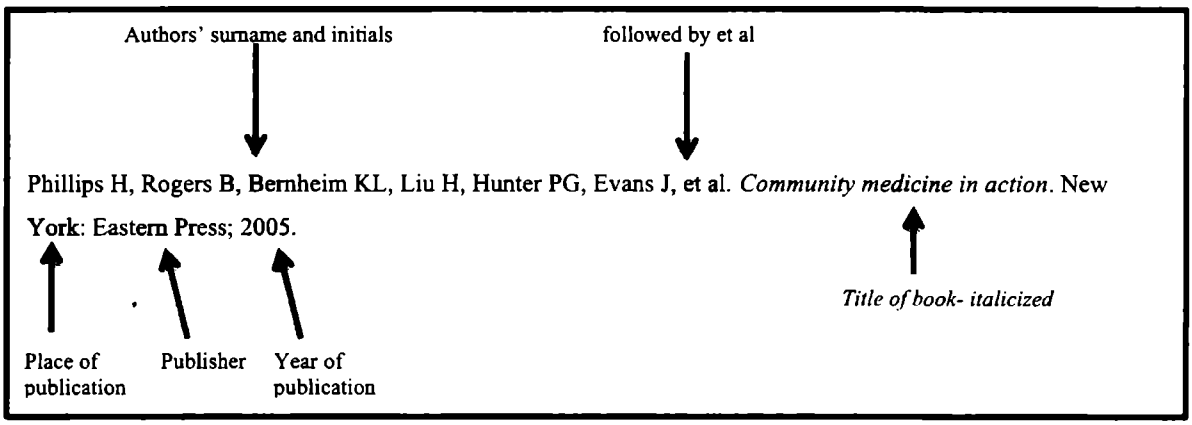
In-text citation example

- It can be argued [2].....
- It can be defined as [1].....
- '... new definition of disability' [3] is .....

Book-print: More than 6 authors

First six authors' surname Initials, et al. *Title of book italicized.* Edition (if not the first edition). Place of publication: Publisher; Year of publication.

NOTE: If a book has more than six authors/editors, write "et al" after the sixth name.



Reference list example

1. McWilliams E, Taylor PG, Thomson P, Green B, Maxwell T, Wildy H, et al. *Research training in doctoral programs: What can be learned from professional doctorates?* Canberra: Common wealth Department of Education Science & Training; 2002.
2. Phillips H, Rogers B, Bernheim KL, Liu H, Hunter PG, Evans J, et al. *Community medicine in action*. New York: Eastern Press; 2005.

3. Burawoy, Michael, et al. *Global ethnography: forces, connections, and imaginations in a post-modern world.* Berkeley: University of California Press, 2000.

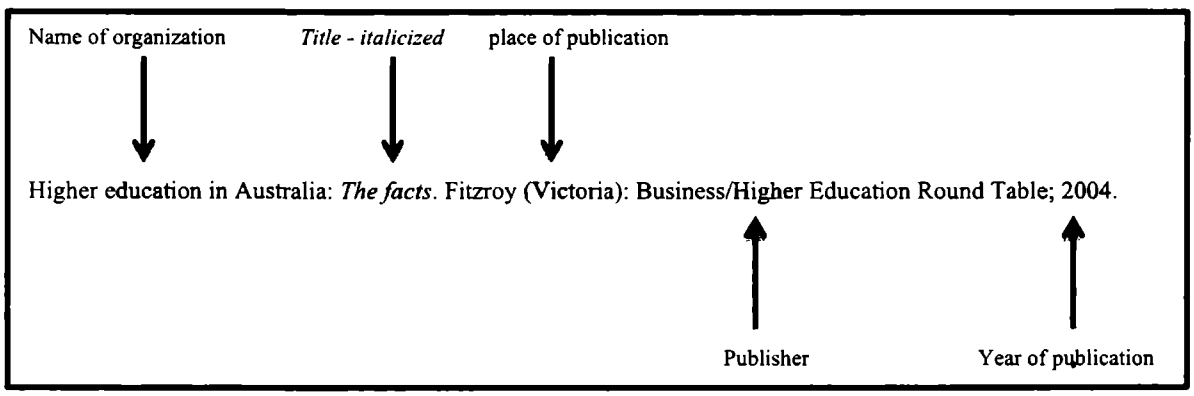
4. Rodgers P, Smith K, Williams D, et al. *The way forward for Australian libraries*. Perth: Wombat Press; 2002.

In-text citation example

- Several studies found [2,3] that.....
- McWilliams et al [1 p.6] declared that.....
- Numerous academic librarians [4].....

Print book-Organization as Author/ No author

Organization. *Title italicized.* Edition (if not the first edition). Place of publication: Publisher; Year of publication.



Reference list example

1. Higher education in Australia: *the facts*. Fitzroy (Victoria): Business/Higher Education Round Table; 2004.
2. American Physical Therapy Association. *Guide to physical therapist practice*. 2nd ed. Alexandria: American Physical Therapy Association; 2003.
3. *Advertising in the Western Cape*. Cape Town: ABC Publishers; 1990.

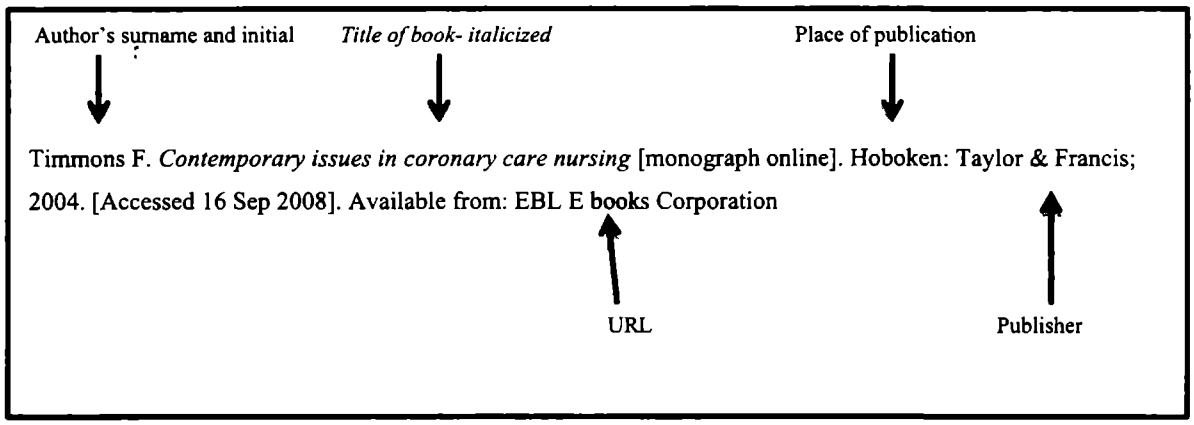
In-text citation example

- Physical therapists provide several types of therapeutic exercises in their practice [2].

- ' ...the most-accepted definition.' [3]

Book: Electronic

Author(s) / Editor(s) surname Initial(s). *Title of book italicized.* Edition (if not the first edition). Place of publication: Publisher; year of publication. [Date of access]. Available from: URL.



Reference list example

1. Timmons F. *Contemporary issues in coronary care nursing* [monograph online]. Hoboken: Taylor & Francis; 2004. [Accessed 16 Sep 2008]. Available from: EBL E books Corporation
2. Simons NE, Menzies B, Matthews M. *A short course in soil and rock slope engineering.* London: Thomas Telford Publishing; 2001. [Accessed 18 Jun 2008]. Available from: www.myilibrary.com?ID=93941
3. Drake RL, Vogl W, Mitchell AWM, Gray H. *Gray's anatomy for students.* 2nd edition. Philadelphia: Churchill Livingstone/Elsevier; 2010. [Accessed 15 May 2013]. Available from: http://www.elsevier-etextbooks.com/product/grays-anatomy-for-students

In-text citation example

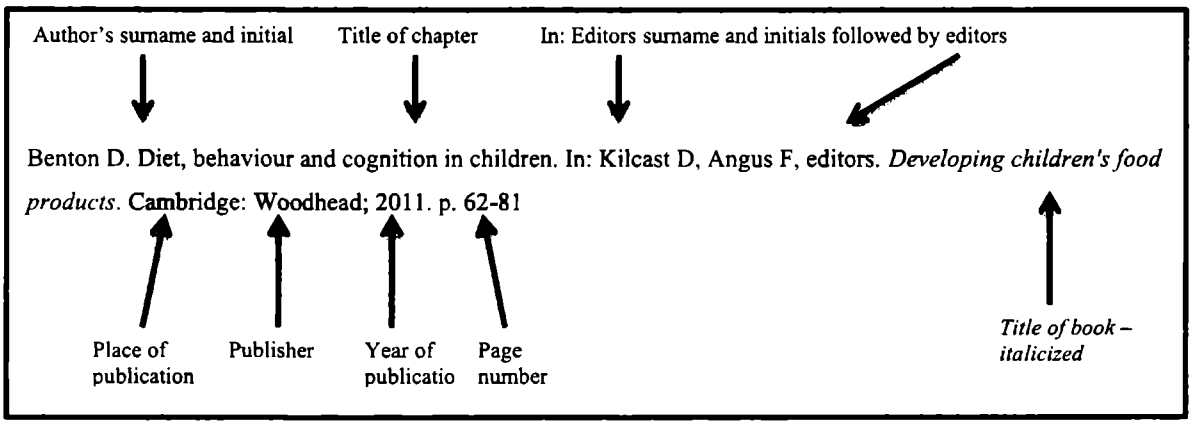
- Timmons [1 p.4] was claimed that.....

- As it is clearly defined in the literature [3] that.....

Books: chapter in an edited book

Author(s) surname Initial(s). Title of chapter. In: Editor(s) surname Initial(s), editor(s). *Title of book italicized.* Place of publication: Publisher; year of publication. Page numbers.

NOTE: Page numbers (use 'p.' before single and multiple page numbers).



Reference list example

1. Neufeld VR, Barrows HS. Preparing medical students for lifelong learning. In: Knowles MS. and associates, editors. *Andragogy in action: Applying modern principles of adult learning*. San Francisco: Jossey-Bass; 1985. p. 207-26.
2. Rowlands TE, Haine LS. Acute limb ischaemia. In: Donnelly R, London NJM, editors. *ABC of arterial and venous disease*. 2nd ed. West Sussex. Blackwell Publishing; 2009.
3. Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumors. In: Vogelstein B, Kinzler KW, editors. The genetic basis of human cancer. New York: McGraw-Hill; 2002. p. 93-113.
4. Partridge H, Hallam G. Evidence–based practice and information literacy. In: Lipu S, Williamson K, Lloyd A, editors. *Exploring methods in information literacy research.* Wagga Wagga, Australia: Centre for Information Studies; 2007. p. 149–170.
5. Sherren K. Pillars of society: the historical context for sustainability and higher education in Australia. In: Filho WL, Carpenter D, editors. *Sustainability in the Australasian*

university context. Frankfurt: Peter Lang; 2006. p. 11-32.

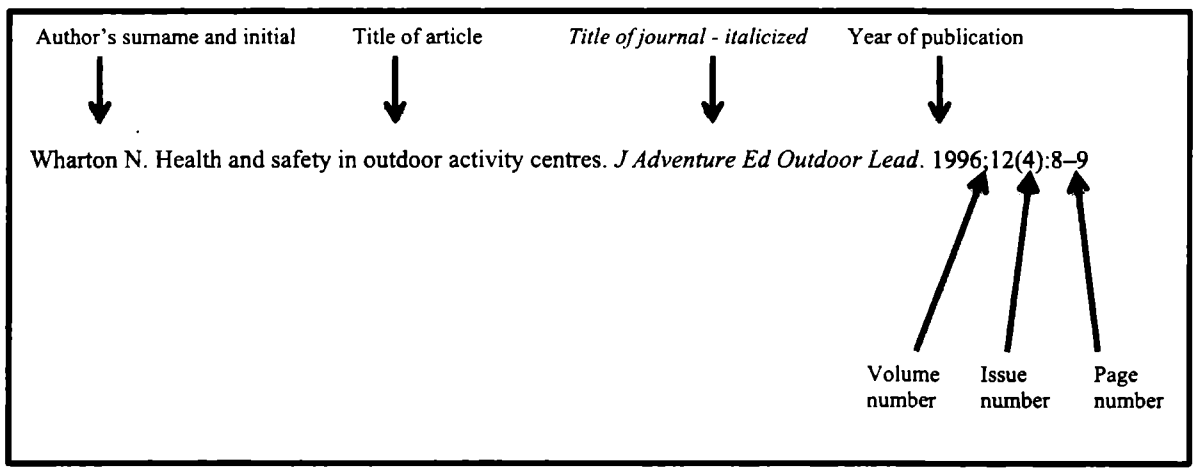
6. Phillips SJ, Whisnant JP. Hypertension and stroke. In: Laragh JH, Brenner BM, editors. *Hypertension: pathophysiology, diagnosis, and management*. 2nd ed. New York: Raven Press; 1995. p. 465-78.
7. Blaxter M. Social class and health inequalities. In: Carter C, Peel J, editors. *Equalities and inequalities in health*. London: Academic Press; 1976. p. 369–380.

In-text citation example

- Meltzer, Kallioniemi and Trent [3 p.7] report that.....
- As discussed by Rowlands and Haine[2 p.3] .....
- As discussed by Blaxter [7 p.35] .....

Journal article: Print

Author(s) / Editor(s) surname Initial(s). Title of article. *Journal title italicized.* Year of publication; Volume number (Issue number): Page numbers.



Reference list example

1. Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med*. 2002; 347(4):284-7.

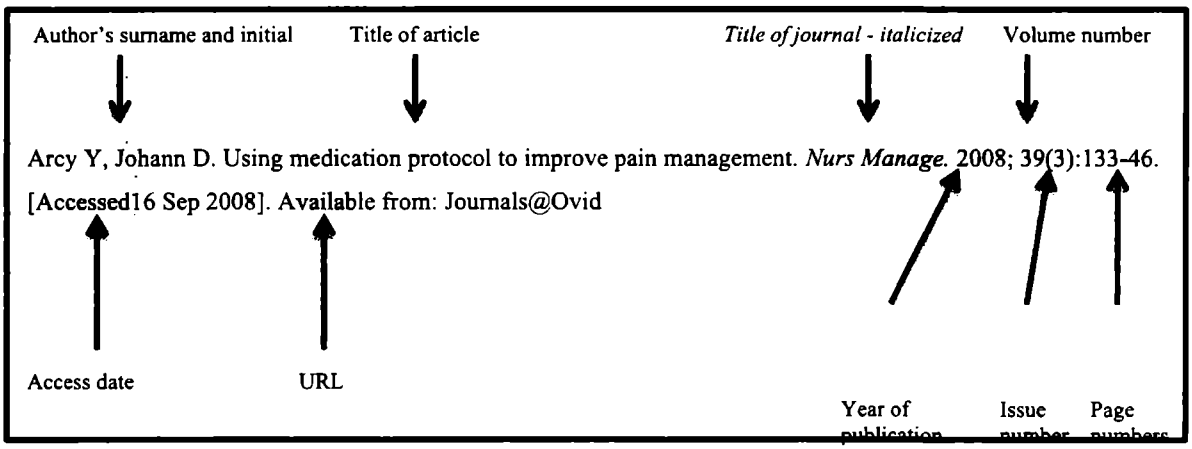
2. Chhibber PK, Majumdar SK. Foreign ownership and profitability: Property rights, control, and the performance of firms in Indian industry. *Journal of Law & Economics.* 1999; 42(1): 209–238.
3. Jauhar S. From all walks of life - nontraditional medical students and the future of medicine. *N Engl J Med.* 2008; 359(3):224-6.
4. Wharton N. Health and safety in outdoor activity centers. *J Adventure Ed Outdoor Lead.* 1996; 12(4):8–9.
5. Snowdon J. Severe depression in old age. *Medicine Today.* 2002; 3(12):40-47.

In-text citation example

- As mentioned by Wharton [4 p.8] .....
- As previously reported [5] .....

Journal article: Online/electronic

Author (s) / Editor (s) surname Initial(s). Title of article. *Journal title italicized.* Year of publication; Volume number (Issue number): Page numbers. [Date of access]. Available from: URL



Reference list example

1. Lemanek K. Adherence issues in the medical management of asthma. *J Pediatr Psychol.* 1990; 15(4):437- 58. [Accessed 22 April 2010]. Available from: http://jpepsy.oxfordjournals.org/ cgi/reprint/15/4/43
2. Arrami M, Garner H. A tale of two citations. *Nature.* 2008; 451(7177): 397–399. [Accessed 20th January 2008]. Available from: http://www.nature.com/nature/journal/v451/n7177/full/451397a.html
3. Wang F, Maidment G, Missenden J, Tozer R. The novel use of phase change materials in refrigeration plant. Part 1: Experimental investigation. *Applied Thermal Engineering.* 2007; 27(17–18): 2893–2901. [Accessed 14th July 2008]. Available from: doi:10.1016/j
4. Read B. Anti-cheating crusader vexes some professors. *Chronicle of Higher Education.* 2008; 54(25). [Accessed 18th June 2009]. Available from: http://global.factiva.com/

5. Abood S. Quality improvement initiative in nursing homes: The ANA acts in an advisory role. *Am J Nurs*. 2002; 102(6):966 - 969. [Accessed 12th Aug 2002]. Available from: http://www.nursingworld.org/AJN/2002/june/Wawatch.htm
6. Reid DB. Australasian association of doctors' health advisory services. *Med J Australia*. 2005; 182(5):255. [Accessed 28 Mar 2006]. Available from: Health and Medical Complete

NOTE: Articles published online may not have page numbers.

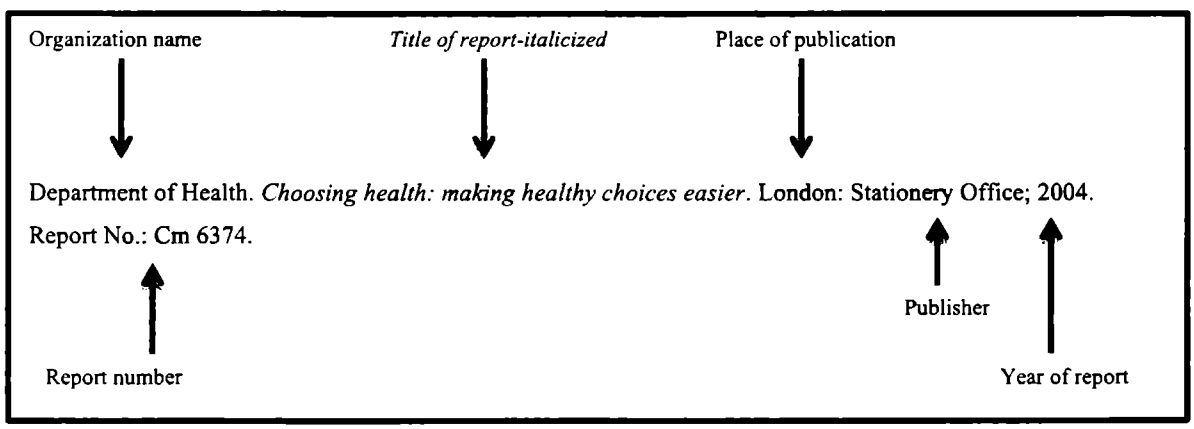
In-text citation example

- ...have been discussed in detail [6].....
- Abood [5 p.4] argued that.....
- According to Lemanek [1 p.8] .....

Report print / online

Author(s) / Editor(s) surname Initial(s). *Title italicized.* Place of publication: Publisher; Year of report. Report number (if applicable).

Author(s) / Editor(s) surname Initial(s). *Title italicized.* Place of publication: Publisher, year of report. Report number (if applicable). [Date of access]. Available from: URL



Reference list example

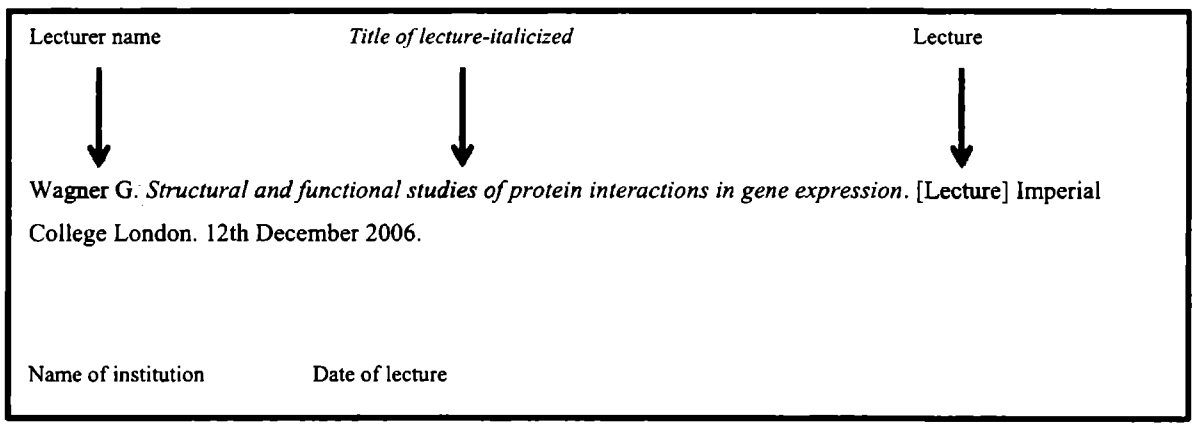
1. Boulter PG, Webster DC. *Traffic calming and vehicle emissions: a literature review.* Crowthorne: Transport Research Laboratory; 1997. TRL-R-307.
2. Page E, Harney JM. *Health hazard evaluation report.* Cincinnati (OH): National Institute for Occupational Safety and Health (US); 2001. 24 p. Report No.:HETA2000-0139-2824
3. Department of Health. *Choosing health: Making healthier choices easier.* London: Stationery Office; 2004. Report No.: Cm 6374. [Accessed 26 Jun 2006]. Available from: http://webarchive.nationalarchives.gov.uk/+/dh.gov.uk/en/publicationsandstatistics/publications/publicationspolicyandguidance/dh_4094550
4. Leatherwood S. Whales, *dolphins, and porpoises of the western North Atlantic.* U.S. Dept. of Commerce. Report number: 63, 2001.

In-text citation example

- a new approach to resource assessment on the macro level. [3]
- Department of Health [3 p.16] stated that health is.....

Lecture/presentation

Name of lecturer(s) / presenter(s) and Initial(s). *Title of lecture / presentation- italicized.* [Lecture / Presentation] Name of institution or location. Date of lecture / presentation.



Reference list example

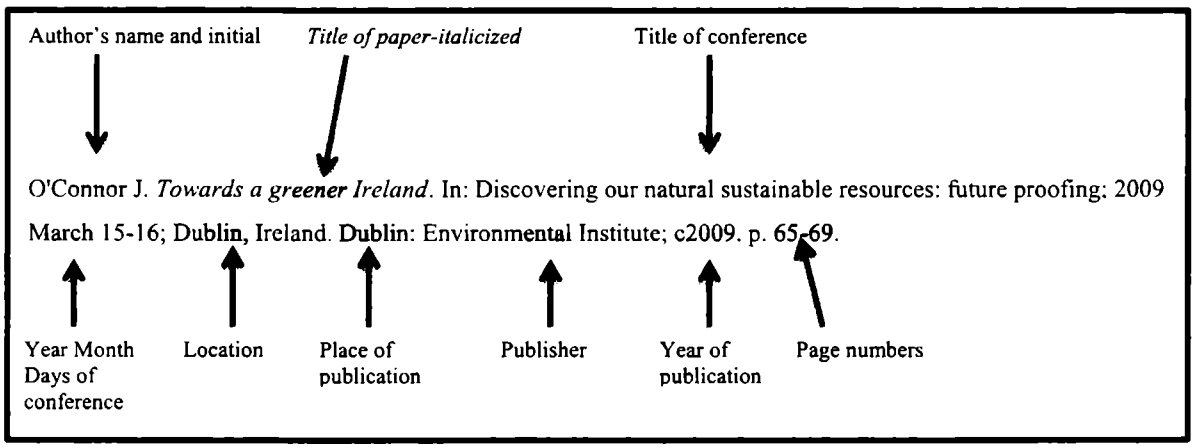
1. Brady J. Dealing with difficult people. MIDW1006: Preconception and Pregnancy Planning. [Lecture] University of Queensland; 7th September 2012 [Accessed 10th September 2012]. Available from: http: lecture.recordings.uq.edu.au:8080/ess/echo/presentation/539f17b-b9bb-47c2-a976-e17d4593a86b
2. Smith A. *Week three: Foucault* [unpublished lecture notes] BESC3009: Relating with Young People, University of Queensland; lecture given 20th April 2010.

In-text citation example

- The lecture.....[1]
- In the lecture given by Smith[2 p.6] .....

Conferences

Author(s)/Editor(s) surname Initial(s). *Title of paper italicized.* In: Title of conference proceedings; Year Month Day(s) of conference; Location City, Country. Place of publication: Publisher; Year of publication. Page numbers.



Reference list example

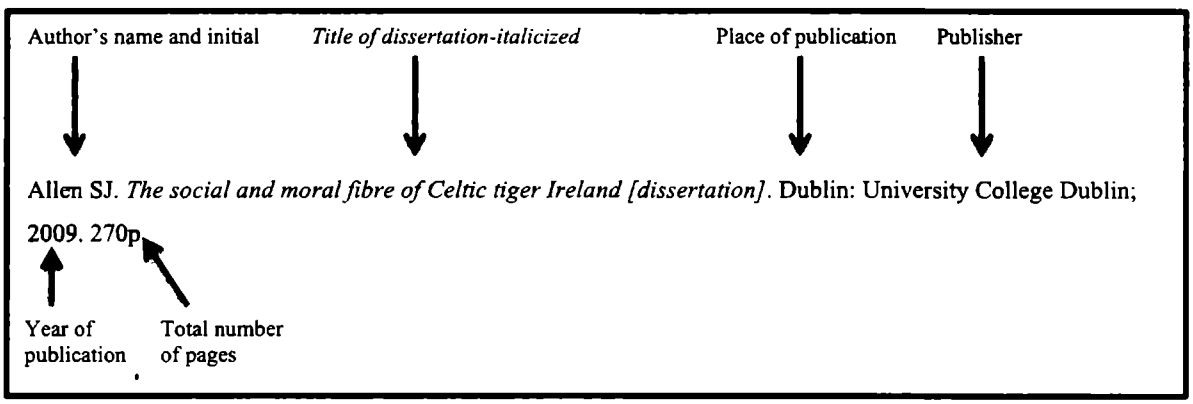
1. Bengtsson S, Solheim BG. *Enforcement of data protection, privacy and security in medical informatics*. In: Proceedings of the 7th World Congress on Medical Informatics. 1992 Sep 6-10; Geneva, Switzerland. Amsterdam: North Holland; 1992. p. 1561-1590.
2. Kimura J. Shibasaki H, editors. *Recent advances in clinical neurophysiology*. In: Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology. 1995 Oct 15-19; Kyoto, Japan. Amsterdam: Elsevier; 1996.

In-text citation example

- This is well documented in the literature. [1]
- Kimura [2 p.5] defined neurophysiology as.....

Theses-print

Author(s) last name Initial (s). *Title of thesis [dissertation] italicized.* Place of publication: Publisher; year of publication. Total number of pages.



Reference list example

1. Garner JLS. *Peer feedback on professional behaviors in the undergraduate medical curriculum: a case study of tutor and student views at the University of Liverpool [Thesis (PhD)]*. Liverpool: University of Liverpool; 2012. 190p

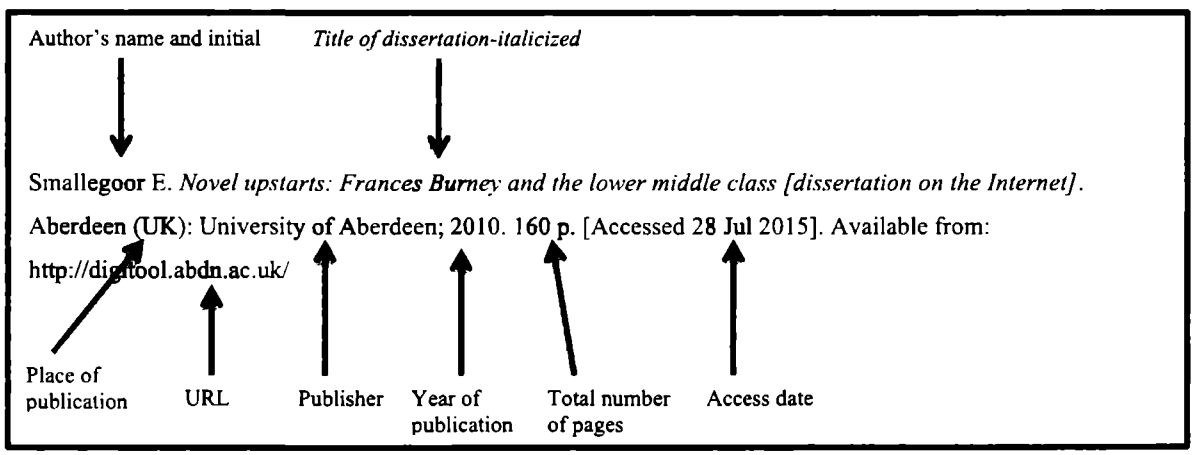
2. Kay JG. *Intracellular cytokine trafficking and phagocytosis in macrophages [PhD thesis]*. St Lucia, Qld: University of Queensland; 2007.
3. Borkowski MM. *Infant sleep and feeding: A telephone survey of Hispanic Americans [unpublished dissertation]*. Mount Pleasant (MI): Central Michigan University; 2002.

In-text citation example

- The research is supported by Kay [2 p.4] .....
- According to Borkowski [3 p.11] sleep and feeding has been clearly defined by the researcher.[3]

Thesis-online

Author(s) surname Initial (s). *Title of thesis [dissertation] italicized.* [Place of publication]: Publisher; year of publication. Total number of pages. [Date of access]. Available from: URL



Reference list example

1. Smallegoor E. *Novel upstarts: Frances Burney and the lower middle class [dissertation on the Internet]*. Aberdeen (UK): University of Aberdeen; 2010. 160 p. [Accessed 28 Jul 2015]. Available from: http://digitool.abdn.ac.uk/
2. Delf P. *A research project to design, implement and assess the effectiveness of a sole eLearning module to prepare non-medical healthcare practitioners to report nuclear medicine bone scans [Thesis (Ph D)]*. Portsmouth: University of Portsmouth; 2012.

[Accessed 25 Jul 2013]. Available from: http://eprints.port.ac.uk/10600/

3. Pahl KM. *Preventing anxiety and promoting social and emotional strength in early childhood: an investigation of aetiological risk factors [PhD thesis].* St Lucia, Qld: University of Queensland; 2009. [Accessed 24th March 2010]. Available from: University of Queensland Library E-Reserve. http://espace.library.uq.edu.au/

In-text citation example

- It is documented in the research that [2] .....
- Pahl [3 p.5] preventing anxiety in childhood helps.....

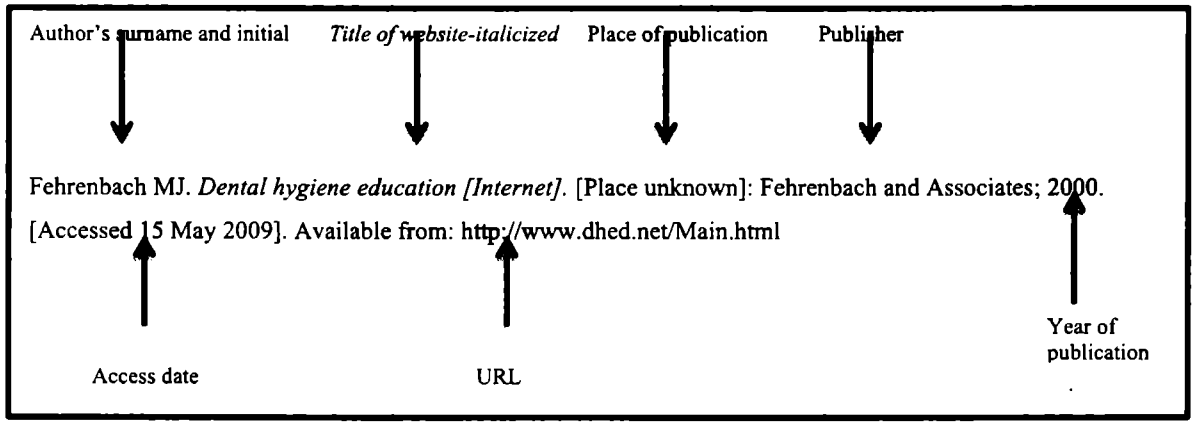
Website

Author(s)/Editor(s) Initial(s) or Name of organization. *Title of web site [Internet] italicized.* Location: Publisher; Year of publication. [Date of access]. Available from: URL

Publication Information Online

Publication information is often unavailable on websites and is not standardized like books or journals.

Vancouver Style requires the "Place of Publication", the "Publisher" and the "Original Publication Date" as part of the citation. If these pieces of information are not given, use: [place unknown], [publisher unknown] or [date unknown].



Reference list example

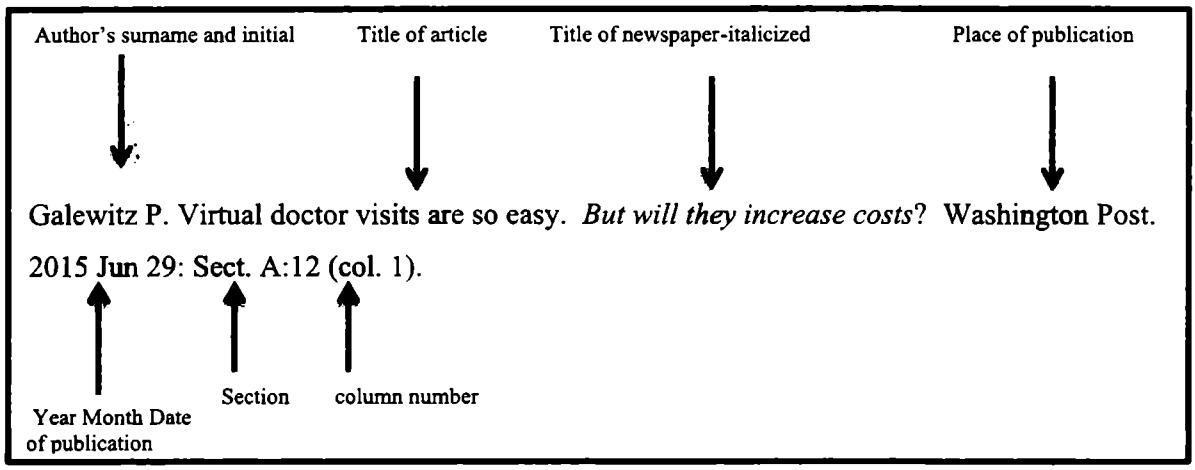
1. American Physical Therapy Association. *American Physical Therapy Association [Internet].* Alexandria (VA): American Physical Therapy Association; 2013. [Accessed 20 Nov 2013]. Available from: http://www.apta.org/professionalism/
2. American Medical Association. *Medical leaders urge collection of demographic information as a step toward ending health care disparities [Internet].* Chicago: American Medical Association; 2011. [Accessed 4th May 2011]. Available from: http://www.ama-assn.org/ama/pub/news/news/medical-leaders-urge-collection-demographic.page.
3. American Dental Hygienists' Association. *American Dental Hygienists' Association [Internet].* Chicago: American Dental Hygienists' Association; 2009. [Accessed 30 May 2009]. Available from: http://www.adha.org/
4. Atherton J. *Behaviour modification* [Internet]. 2010 [updated 2010 Feb 10; cited 2010 Apr 10]. Available from: http://www.learningandteaching .info/learning/behaviour_mod.htm

In-text citation example

- According to Atherton [4 p.6] behavior medication is.....
- Medical leaders play a crucial role in providing.....[2]

Newspaper article : Print

Author(s) / Editor(s) surname Initial(s). Article title. ***Newspaper title- italicized*** **(edition). Place of publication. Date of publication YYYY MM DD: Section: Location (column number). [Cited on YYYY MM DD]**



Reference list example

1. Galewitz P. Virtual doctor visits are so easy. *But will they increase costs*? Washington Post. 2015 Jun 29: Sect. A:12 (col. 1).
2. Berkovic N. Handouts may not be sent: Tax office seeks quick resolution of High Court challenge. The Australian. 2009 March 31: sect. 5.
3. Jenkin C. Job hours hard work on health. *Herald Sun*. Melbourne. 2012 Nov 7: 28 (col.3). [cited 2012 Nov 10].
4. Byrnes H. Anger management. *Herald Sun*. Melbourne. 2012 Nov 7: Sect. Switched ON: 3 (col. 1). [cited 2012 Nov 12].
5. Hatch, B. Smoke lingers for those who keep hospitality flowing. *Australian Financial Review*. 2006 Jul 13: sect. 14.
6. Kissane, K. Kiss or kill: who is the victim when a battered woman kills? The Age: Extra. 1998 Sept 5: sect 6.

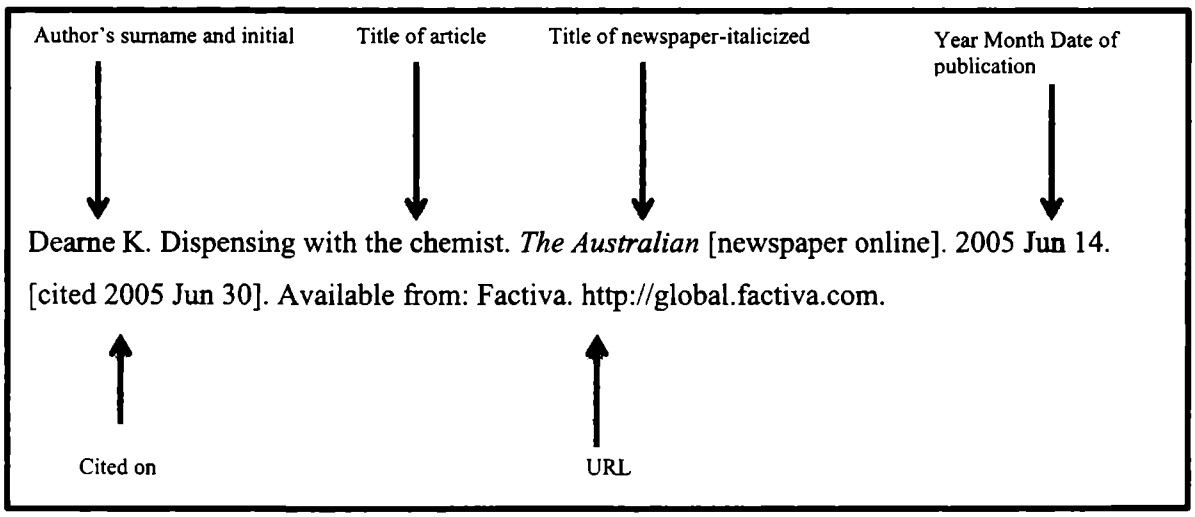
7. O'Leary C. Vitamin C does little to prevent winter cold. The West Australian. 2005 Jun 29: sect.1.

In-text citation example

- Berkovic [2] explained that handouts....
- or It was suggested that handouts may not be sent.[2]

Newspaper article : Online

Author(s) / Editor(s) surname Initial(s). Article title. ***Newspaper title- italicized*** **(edition). Date of publication YYYY MM DD. [Cited on YYYY MM DD] Available from: URL**



Reference list example

1. Preiss B. 'No evidence' that teacher performance pay works. *The Age*. Melbourne. [Internet]. 2012 Nov 9. [cited 2012 Nov 10]. Available from: http://www.theage.com.au/victoria/no-evidence-that-teacher-performance-pay-works-20121109-292ns.html
2. Wentworth WC. Why we need a permanent base on the moon [Internet]. *The Sydney Morning Herald*. 1984 January 24;11. Available from: Sydney Morning Herald Archive.

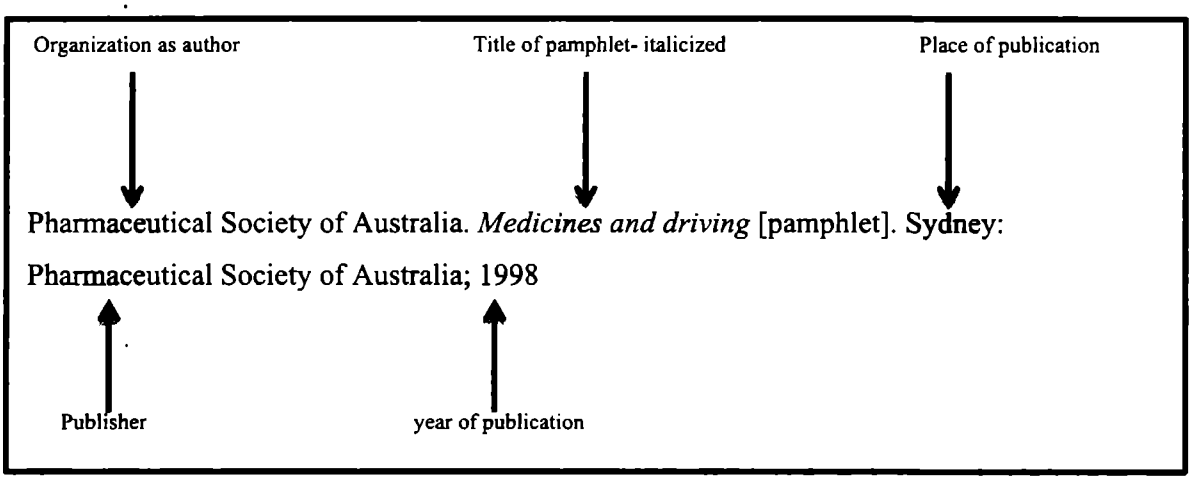
3. Bajak F. Why Chile dodged Haiti-style ruin. *Toronto Star (Canada)* [serial online]. 2010 Feb 28. [cited 2010 Mar 14]. Available from: Australia/New Zealand Reference Centre.
4. Dearne K. Dispensing with the chemist. *The Australian* [newspaper online]. 2005 Jun 14. [cited 2005 Jun 30]. Available from: Factiva. http://global.factiva.com.
5. Christensen P. Sceptics question alternative claim: more chiropractors are treating more Australians every year. *The Australian* [Internet]. 2011 May 28 [cited 2011 May 31]. Available from: http://www.theaustralian.com.au/news/healthscience/sceptics-question-alternative-claim-more-chiropractors-are-treating-more-australians-every-year/storye6frg8y6-1226063727380

In-text citation example

- Wentworth [2] stated that... or ....the engineered apple.[2]
- Reports of the extent of damage in Chile [3] ...
- Marketing is money well spent, even in hard times, according to Dearne [5].....

Pamphlet / Brochure

Author(s) surname Initial(s). *Title of brochure/pamphlet [pamphlet] / [brochure]*- italisized. Place of publication: Publisher; Year of publication.



Reference list example

1. Pharmaceutical Society of Australia. *Medicines and driving* [pamphlet]. Sydney: Pharmaceutical Society of Australia; 1998

In-text citation example

- As listed in the pamphlet [1] by the...

References

- CQ University Australia (2015) *Academic Learning Centre, The Abridged Guide to the Harvard Referencing Style*. Available at: http://www.cqu.edu.au/referencing (Accessed 28 August 2015).
- University of western Sydney (2016) *Harvard UWS referencing style guide*. Available at: https://library.westernsydney.edu.au/main/sites/default/files/pdf/cite_Harvard.pdf (Accessed 10 April 2016).
- The university of Quensland, Australia (2014) *References/Bibliography Harvard Style, Based on Style manual for authors*, editors and printers revised by Snooks & co. 2002. Available at: https://web.library.uq.edu.au/files/424/filename.pdf (Accessed 13 May 2015).
- The Open University (2014) *OU Harvard guide to citing references*. Available at: http://www.open.ac.uk/libraryservices/documents/Harvard_citation_hlp.pdf (Accessed 13 March 2016).
- Staffordshire University (2013) *Academic Skills Tutors/Librarians, Information Services, Harvard referencing quick guide*. Available at: http://cit.fer.hr/public/lib/harvard%20quick%20guide.pdf (Accessed 14 March 2016).
- Staffordshire University (2014) *Academic Skills Tutors, Information Services, Harvard reference examples*. Available at: http://byvojov.dnsalias.net/p.php?n=harvard-referencing-example-essay1 (Accessed 17 March 2016).
- Birmingham City University (2014) *How to write references, Harvard referencing guidelines*. Available at: http://library.bcu.ac.uk/references.pdf (Accessed 27 July 2015).
- University of Huddersfield (2014) *Referencing using APA 6 th*. Available at: http://moodle.leedscitycollege.ac.uk/pluginfile.php/415148/mod_folder/content/1/APA_Referencing_Mini_Guide_Sept2014.pdf?forcedownload=1 (Accessed 5 August 2015).
- Anglia Ruskin University, faculty of science and technology: Department of psychology (2012) *Citation and Referencing Guide.* Available at: http://libweb.anglia.ac.uk/referencing/files/Referencing%20Guide%202015-16%20(APA%206th%20Edition).pdf (Accessed 2 October 2015).
- Swansea University Library Guide (2013) *Referencing Guide: Vancouver*. Available at:

https://blackboard.swan.ac.uk/bbcswebdav/institution/LibraryISSResources/Referencing%20Guides/brief%20referencing%20guide%20for%20Vancouver%20oct%202012.pdf (Accessed 22 August 2015).

- Janet MacKay. (2015) *Library guide: referencing and citing*. Available at: http://www.abdn.ac.uk/library/documents/guides/gen/uggen007.pdf (Accessed 7 April 2016).
- Imperial College London (2015) *Citing & Referencing: Vancouver Style.* Available at: https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/library/public/vancouver.pdf (Accessed 9 April 2016).
- UCD Dublin library (2011) *Vancouver Referencing Style.* Available at: https://www.ucd.ie/t4cms/Guide72.pdf (Accessed 3 June 2015).
- Vancouver Community College Library (2009) *Vancouver citation style.* Available at: http://library.vcc.ca/downloads/VCC_VancouverStyleGuide.pdf (Accessed 8 June 2015).
- The University of York (2012) *Reference with confidence: The Vancouver style.* Available at: https://www.york.ac.uk/integrity/downloads/21980_Chicago%20style-2014.pdf (Accessed 19 June 2015).

پێشەکی

نوسینی سەرچاوە پێوانەیەکی پێشکەوتووە بۆ یارمەتی دانی نووسەر و توێژەران کە وەك بەڵگە دەتوانن بەکاری بهێنن بۆ پشتراست کردنەوەی نووسراوەکانیان. وەهەروەها یارمەتی خوێنەرانیش دەدات بۆ دۆزینەوەی ئەو بەڵگانەی کە نووسەران بەکاریان هێناوە. کاتێك نووسەران وشە و بیرۆکە لە نوسراوە بڵاوکراوەکان وەردەگرن، پێویستە بایەخ بدرێت بە خاوەنی نووسراوەکە وە ماندوبوونی نووسەرەکە ئاماژە پێبکرێت لە رێگەی ناوهێنانی خاوەنی نووسراوەکە. نوسینی سەرچاوە لە هەرنوسراوێك ئاماژە دەدات کە نووسەرەکە توێژینەوەیەکی وردی کردووە وە زیاتر سەرەنجی خوێنەر بۆ خۆی رادەکێشێت.

بۆ ئەم مەبەستەش، کتێبی رێنمای نوسینی سەچاوە بەرهەم هێنراوە بۆ پرکردنەوەی پێویستی توێژەر تاوەکو بە دروستی و بە ووردی کارەکانیان سەرچاوە دار بکەن. لەم بەرهەمە نووسەران زیاتر لە یەك جۆر نوسینی سەرچاوەیان ئاماژە پێکردووە وەك:

American psychiatric association APA style, Harvard style, Vancouver style

هەرسێ جۆر نوسینی سەچاوە رووونکراوەتەوە بە یارمەتی هێلکاری. ئەم کتێبە دەتوانرێت بەکاربهێنرێت وەك رێنیشاندەرێك لەلایەن قوتابیانی بەکالۆریوس و قوتابیانی خوێندنی باڵا و تووێژەران و نووسەران کە سەرچاوەی جۆراو جۆر بەکاردەهێنن لە نوسینەکانیان وەك کتێب، رۆژنامە، گۆڤار وە هیتر.

هیوادراین ئەم کتێبە رێگای نوسەر و تووێژەران رووناك بکاتەوە بۆ نوسینی سەرچاوە بە شێوازێکی ئاسان و دروست.

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تیراژ: ١٠٠ دانە

ساڵی دەرچوون: ٢٠٢٢

چاپ: چاپی یەکەم

نەخشەسازی بەرگ: بهناز عەبدوڵڵا

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م. هەڵمەت عثمان ڕەشید

م. نەورۆز غازی عزیز

پ. د. حمدیه میرخان احمد